

**STANWOOD-CAMANO SCHOOL DISTRICT**  
**HUMAN RESOURCES**  
**JOB DESCRIPTION**

**TITLE: Teacher**

Classification: Non-supervisory certificated

Reports to: Building Principal

Work Schedule: Per collective bargaining agreement

**PURPOSE STATEMENT**

The classroom teacher will create a program and class environment favorable to the learning and personal growth of students which facilitates student success in academic and interpersonal skills through implementing district-approved curriculum. Additionally they will motivate students to develop skills, attitudes and knowledge needed to provide a strong foundation in life and establish relationships with parents and other staff that contribute to student success. The teacher is responsible to document student progress, activities, and outcomes; address specific educational needs of students and provide feedback to students, parents, and administration regarding student progress, expectations, and goals. The teacher will maintain professional competence through in-service education, coursework, and professional growth activities.

**ESSENTIAL FUNCTIONS**

This list of essential job functions is not exhaustive and may be supplemented as necessary.

Depending upon individual assignment, the employee may perform all or a combination of several of the following duties:

- Implement the district's prescribed curriculum and enforce, within their area of responsibility, the rules and regulations of the district, the state superintendent of public instruction, and the state board of education, taking into due consideration individual differences among students, and maintain and render appropriate records and reports.
- Plan effectively for instruction.
- The purpose of lessons and teaching points are clearly articulated, connected to standards, embedded in instruction and understood by students.
- Maintains an environment in the classroom that is conducive to learning and hold students to a strict accountability while in school for any disorderly conduct while under their supervision.
- Manages learner behavior to maximize safety and student engagement in learning. Report any unsafe conditions to the building administrator.
- Delivers instruction effectively by employing a variety of methods and techniques
- Utilizes knowledge of subject matter and child growth and development when developing engaging lessons
- Provides ample opportunity for student involvement in their own learning assisting students to take ownership in his/her own learning and refine their thinking
- Strategically assesses the learning of each student during the lesson and over time.
- Makes instructional decisions based on ongoing formative assessment and an understanding of student learning needs, standards, texts, tasks, and pedagogical

- content knowledge. Assessment is used both as a means to differentiate instruction and to reteach as necessary.
- Evaluates each student's educational growth and development and makes periodic reports to parents, guardians and to school administrators.
  - Measures student growth using established learning targets and standards.
  - Uses a variety of assessment strategies to check for student understanding and application of subject matter.
  - Integrate technology in meaningful ways into the instructional program
  - Takes an active role in collaborating with colleagues in grade-level/subject area curriculum planning and evaluation.
  - Intentionally implements the approved school improvement plan
  - Directs instructional assistants, volunteers, and/or student aides for the purpose of providing an effective school program and addressing the needs of individual students and be supportive of parent volunteers in the classroom.
  - Creates partnerships with parents/guardians and colleagues to support student growth. Interacts regularly and positively with parents.
  - Utilizes observable systems and routines for recording and using student assessment data and maintains accurate and complete records
  - Informs both students and parents of each student's progress and require excuses from the parents or guardians in all cases of absence, late arrival to school, or early dismissal.
  - Takes appropriate precautions to protect students, equipment, materials, and facility.
  - Appropriately plans for substitute teachers when absent from the classroom
  - Job presence.
  - Perform related duties as assigned.

### **JOB REQUIREMENTS: MINIMUM QUALIFICATIONS**

#### **Skills, Knowledge, and Abilities**

- Strong oral and written communication skills and strong active listening skills.
- Skills in developing and maintaining strong working relationships with a wide variety of people.
- Skills to motivate students, communicate with individuals with varied life and work experiences, and direct the work of support personnel.
- Skills in planning and implementing lessons that promote learning.
- Knowledge of instructional methodology, strategies and techniques to meet student learning needs.
- Knowledge and application of quality classroom based assessment practices
- Knowledge of the unique physical, psychological and social changes students experience and a desire to help students grow in these particular areas.
- Ability to communicate an enthusiasm for learning
- Ability to remain flexible in a changing environment.

- Ability to perform a variety of specialized tasks; maintain records; establish and maintain cooperative working relationships with students, parents, and school personnel; work as a team member; and meet schedules and deadlines.

### **Working Environment**

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. The employee is confined to a work area; required to have precise control of fingers and hand movements; experiences constant interruptions and inflexible deadlines; and must be able to stoop, crouch, bend, kneel, stand for periods of time, and lift text, supplies, classroom materials, up to 25 lbs unassisted. Teachers may need to lift in order to assist a student with personal care. The employee is exposed to infectious diseases carried by children. The employee is occasionally required to work with distraught and/or angry persons. The noise level in the work environment is acceptable to a school environment and can vary depending upon assignment and daily activity but will remain within acceptable ranges.

### **Experience**

- Bachelor’s Degree from and accredited college/university
- Endorsement(s) appropriate to the position
- Ability to meet “highly qualified teacher” requirements
- Valid Washington State Teacher Certification

### **Special Requirements**

- Washington State Patrol and FBI Fingerprint Clearance.
- Proof of Immunization (if born 1/1/57 or later)
- I-9 Employment Eligibility in compliance with the Immigration Reform Act.
- HIV/HBV Training (obtain within 60 days of hire date-district provided)
- Sexual Harassment Training (obtain within 60 days of hire date-district provided)

### **Continuing Ed./Training**

As required to maintain certificate

### **Certificates**

Washington State Teacher Certificate

### **FLSA Status:**

Exempt

### **Salary Range:**

Per Stanwood Camano Education Association negotiated salary schedule

### **Classification History**

Job Description Developed: 12/13/04

Revised: 8/09; 7/10

*The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.*