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| ***POSITION TITLE*** | **Teacher (Middle or High School)** |
| ***SCHOOL/DEPARTMENT*** | Assigned School/ Assigned Discipline |
| ***SALARY*** | Teacher Salary Schedule plus supplement |
| ***FLSA STATUS*** | Exempt |
| ***REPORTS TO*** | Principal |
| ***SUPERVISES*** | Students; Teacher Assistants as assigned |
| ***WORK WEEK SCHEDULE*** | Monday - Friday |
| ***WORK HOURS*** | 40 |
| ***NUMBER OF MONTHS PER YEAR*** | 10 |

***POSITION PURPOSE:***

The Teacher plans and provides for appropriate learning experiences for students.  S/he provides an atmosphere and environment conducive to the intellectual, physical, social and emotional development of individuals to ensure success for every student.  The Teacher is also responsible for supervising students in a variety of school related settings; monitoring and evaluating student outcomes; and communicating/interacting with students, parents, staff and the community.  The Teacher must develop, select and modify instructional plans and materials to meet the needs of all students.  Additionally, the Teacher is responsible for maintaining appropriate records and following required procedures and practices as well as monitoring the appropriate use and care of equipment, materials and facilities.  Teaching areas to which this job description applies include all areas for which certification is required such as Classroom, Core Curriculum Areas, Specialty Areas, Media, Languages, Remediation, etc.

***MINIMUM QUALIFICATIONS***:

* Bachelor’s Degree from an accredited institution in an applicable field for applicable level(s)

**KNOWLEDGE, SKILLS, AND ABILITIES**

* Extensive knowledge of ABSS curriculum and techniques for integrating curriculum and ABSS policies and effective instructional practices
* Thorough understanding of the teaching and learning process in grades K-12
* Ability to provide instruction that reflects multiple perspectives and multicultural education
* Ability to infuse technology into the curriculum
* Ability to constantly monitor the safety and well-being of students, particularly when a student is participating in an inclusive activity
* Ability to motivate and inspire students
* Ability to maintain a clean and orderly environment
* Ability to perform general clerical duties
* Ability to maintain order and discipline in a classroom and in other school environments
* Ability to operate common office machines
* Ability to maintain basic files and records
* Ability to work effectively with administrators, colleagues, central office, school-based staff, students, parents and the community
* Excellent oral and written communication and human relations skills

**EDUCATION, TRAINING, AND EXPERIENCE**

* Bachelor’s Degree from an accredited institution in an applicable field for applicable level(s) with at least 24 hours of credit in a content area

***ESSENTIAL DUTIES AND RESPONSIBILITIES***

* Plan a program of study that, as much as possible, meets the needs, interests and abilities of students
* On a regular and consistent basis, meets and instructs assigned classes in the locations and at the times designated
* Create a classroom environment that provides for student involvement in the learning process and enable each student to achieve learning objectives
* Provide an instructional program to meet the needs of all students
* Prepare for classes assigned, and show written evidence of preparation upon request of immediate supervisor
* Guide the learning process toward the achievement of curriculum goals and in harmony with the goals
* Establish clear objectives for all lessons, units, projects, etc. in order to communicate these objectives effectively to students
* Establish learning objectives consistent with appraisal of student needs, requirements of ABSS curriculum framework and knowledge of human growth and development
* Plan for and utilize instructional methods, resources and evaluation techniques that motivate and enable each student to achieve learning objectives
* Take all necessary and permitted safety precautions to protect students, equipment, materials and facilities
* Maintain accurate and complete records as required by law, ABSS policy, NCDPI and administrative regulations
* Assist with the administration of implementing all policies and rules governing student life and conduct and, for the classroom, develop reasonable rules of classroom behavior and procedure and maintain order in the classroom in a fair and just manner
* Make provisions for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms
* Establish relationships with colleagues, students, parent and community that reflect recognition and respect of every individual
* Plan and supervise purposeful assignments for teacher assistants and volunteers
* Appraise your own effectiveness and demonstrate successful application of skills and information acquired to increase effectiveness
* Strive to maintain and improve professional competence
* Participate in school management and share responsibilities for the total school program
* Attend staff meetings and serve on staff committees as required
* Administer and supervise standardized test administrations in accordance with all applicable Code of Ethics, Testing Code of Ethics, NCDPI, and/or national standards and regulations
* Perform other duties as assigned by the Principal