

MSTM Teacher

SUMMARY: Responsible for providing support to the instructional process by serving as a teacher with specific responsibility for supervising students within the classroom and other assigned areas; developing lesson plans and delivering whole-group, small-group, and individual student instruction within established curriculum guidelines. Collaborate with other teachers, other professional staff, and administrators in addressing instructional and/or classroom issues; and responding to a wide range of inquiries from students' parents or guardians regarding instructional program and student progress.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

1. Administers And Develops subject specific assessments for the purpose of assessing student competency levels and/or developing individual learning plans.
2. Advises parents and/or legal guardians of student progress for the purpose of communicating expectations; student's achievements; developing methods for improvement and/or reinforcing classroom goals in the home environment.
3. Assesses student progress towards objectives, expectations, and/or goals for the purpose of providing feedback to students, parents and administration.
4. Collaborates with instructional staff, other school personnel, parents and a variety of community resources for the purpose of improving the overall quality of student outcomes, achieving established classroom objectives in support of the school improvement plan.
5. Counsels students for the purpose of improving performance, health status, problem solving techniques and a variety of personal issues.
6. Demonstrates and differentiates methods required to perform classroom and/or subject specific instruction for the purpose of providing an effective program that addresses individual student requirements.
7. Instructs students for the purpose of improving their success in academics through a defined course of study.
8. Manages student behavior for the purpose of providing a safe and optimal learning environment.
9. Monitors students in a variety of educational environments (e.g. classroom, school grounds, hallways, restrooms, field trips, etc.) for the purpose of providing a safe and positive learning environment.
10. Participates in a variety of meetings and professional development activities for the purpose of conveying and/or gathering information required to perform functions.
11. Prepares a variety of written materials (e.g. grades, lesson plans following scope and sequence, correspondence with parents and students, examinations and quizzes, attendance, anecdotal records, etc.) for the purpose of documenting student progress and meeting mandated requirements.
12. Reports incidents (e.g. fights, suspected child abuse, suspected substance abuse, harassment, zero tolerance offenses etc.) for the purpose of maintaining personal safety of students, providing a positive learning environment and adhering to state law and board policies.
13. Responds to emergency situations for the purpose of resolving immediate safety concerns and/or directing to appropriate personnel for resolution.
14. Performs other duties as assigned.

EDUCATION AND RELATED WORK EXPERIENCE:

- Bachelor's degree in appropriate field with required endorsements.
- Experience working with children preferred.

TRAININGS, CERTIFICATIONS, AND PRESERVICE REQUIREMENTS:

- Background check required for hire.
- Universal Precautions training and Mandatory Reporter training required upon hire.
- Other certification as deemed necessary for specific positions.

TECHNICAL SKILLS, KNOWLEDGE, AND ABILITIES:

- Ability to follow and promote school policies and initiatives.
- Ability to communicate and interact effectively with all people including those from diverse backgrounds.
- Ability to follow safety rules, practice safe work habits, and utilize appropriate safety equipment.
- Ability to operate basic office equipment and technology including copiers, computers, and tablets.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:

- Ability to stand and walk for extended periods of time.
- Ability to lift up to 15 pounds.
- Ability to work in reasonable outdoor conditions for limited periods of time.