



Regional School District #17

57 Little City Rd, Higganum, CT 06441

Job Description: Teacher

Job Title

Teacher

Position Summary

Instruct students in the specific area of specialty; help students learn subject matter and skills that will broaden their learning experiences and contribute to their development to meet high expectations; communicate with parents; create a classroom environment that is conducive to learning; and participate in professional learning.

Essential Functions

The job description is illustrative and not a complete itemization of all duties and responsibilities of the position.

For Teachers:

- Adhere to the Connecticut Code of Professional Responsibility
- Ensure the safety of students
- Implement the RSD17 Board of Education and administrative policies, rules, regulations, and directives
- Manage the classroom and individual student behavior to maintain an advantageous learning environment
- Prepare lesson plans that achieve clear objectives, use appropriate techniques, and serve the needs of all learners in the classroom
- Maintain accurate and complete records as required
- Attend parent/teacher conferences
- Assess student learning continually and identify areas of intervention if needed
- Follow the scope and sequence of the instructional program as defined and approved by the RSD17 Board of Education
- Design instruction to meet the needs of all students through both individual and small group settings as needed
- Design clear and specific learning assessments
- Maintain a positive learning environment that encourages open communication between the teacher and student
- Maintain a positive school community image that encourages ethical student behavior
- Maintain ongoing communication with parents
- Maintain the strictest confidence concerning personnel, students, and operational concerns of the district
- Promote good public relations through personal appearance, attitude, and conversation

- Report all cases of suspected child abuse to the appropriate school personnel and the proper government authority

For Special Education Teachers:

- Prepare student education plans in consultation with IEP team members
- Design instruction, both individual and small group, which parallels the general education curriculum
- Act as coordinator of IEP implementation with general education staff
- Monitor student progress, participate in review and revision of IEP, as appropriate
- Assist other professional staff in the diagnosis of learning disorders, the development of planned remediation, and the evaluation of student progress
- Maintain appropriate student data and other records and submit reports as required by State and Federal law
- Attend all PPT meetings for assigned students
- Develop and implement strategies in partnership with families to positively affect student learning

Required Knowledge, Skills, and Abilities—May be representative, but not all-inclusive of those associated with the position.

- Ability to communicate ideas and directives clearly and effectively, both orally and in writing
- Effective, active listening skills
- Ability to work effectively with others
- Organizational and problem-solving skills
- Excellent public relations skills
- Ability to foster and facilitate learning and classroom management
- Strong team contributor and collaborator

Supervisory Requirements

The Teacher may direct a paraprofessional or Academic Tutor who works with their student(s).

Education and Experience

- Active subject matter certificate as required by the Connecticut State Department of Education
- Such alternatives to the above qualifications as the Superintendent and/or RSD 17 Board of Education may find appropriate
- Proficient in the use of applicable technologies
- Experience in a related field and/or organization

Certification

- Certification or eligibility for certification from the CT State Department of Education as a Teacher with the relevant endorsement code.

Physical Demands

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

The Teacher must be able to

- Maintain a stationary position for extended periods of time to utilize the computer, printer, and related equipment
- Move about the building frequently to attend meetings, retrieve mail, and printed materials
- Periodically visit the central office or other district buildings to deliver materials or attend meetings
- Concentrate on detail and issues with some interruption, pressure, and changing priorities.
- Meet deadlines with severe time constraints
- Interact with employees and the public in person and virtually
- Maintain a driver's license to deliver materials and attend meetings in and out of the District

Background Check

The Teacher must submit a satisfactory

- CT Department of Children and Families background check.
- State and national criminal history record check. Documents must be submitted within 10 days of hire.

Work Year

This is a 10-month position.

Salary Range

See HKEA contract

Exempt/Non-Exempt

This position is exempt and affiliated.

Reporting Responsibility

The Teacher reports to a district administrator.

Consistent with the Americans with Disabilities Act (ADA) and Connecticut law, it is the policy of the Regional School District 17 to provide a reasonable accommodation when requested by a qualified applicant or employee with a disability, unless such accommodation would cause an undue hardship.

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.

Signature

Date