

**Job Title:** **CLASSROOM TEACHER**

**Qualifications:** Proper certification/eligibility certificate to teach from the NH Department of Education. Certification must be maintained during employment.  
Highly qualified teacher requirement necessary if teaching core academic subject area.  
Bachelor's degree from a recognized college or university with a major study in education.

Position requires a valid driver's license.

**Reports to:** Building Principal

**Job Goal:** To teach and motivate students according to an established curriculum. Ability to establish and maintain an effective working relationship with teachers, agency personnel, students, parents, and the public. Knowledge of basic education techniques and methods. Ability to work with all students, including those who possess educational disabilities. Ability to adapt teaching methods to students' individual learning styles. Must be willing to maintain appearance appropriate to assigned duties and responsibilities.

**Type of Position:** 10 Month (183 days) 175 School Days / 8 Workshop Days  
**Wage:** Contract

**Hours per week:** Exempt

**Responsibilities:**

- Review and understand any IEP and prepare commentary and/or suggestions at each Benchmark Period of each IEP.
- Creates written instructional objectives for the course and for units in the course.
- Established appropriate instructional goals and objectives for the class that are consistent with the school curriculum.
- Correlate learning activities with instructional objectives.
- Effectively integrates appropriate technology including keeping Teacher webpage updated.
- Prepares and maintains written plans submits an electronic plan book and modifies them as necessary.
- Implements a behavior management program for students, assisting students in learning and demonstrating responsible behavior.
- Maintains confidentiality.
- Submits progress reports on each student in the formal educational program with recommendations as to further development.
- Review and purchase appropriate instructional materials to meet individual needs to support curriculum.
- Utilizes homework as a tool for the reinforcement of classroom instruction when appropriate.
- Supervises or assists in field trips, recreational and other extracurricular programs for the benefit of the students.
- Develop process to assess student achievement regarding instructional objectives and contingency plan for students who do not achieve desired results.
- Uphold and enforce school rules, administrative regulations, and School Board Policies.
- Attend staff meetings and contributes to school committee and work groups.
- Performs related duties as assigned.
- Performs other duties as directed by the principal.

This job description lists the general duties and is not intended to list every specific function required.

REVIEWED BY	<i>Title</i>
APPROVED BY	<i>Title</i>
DATE POSTED	
DATE HIRED	

**EVALUATION:** Performance of this job will be evaluated by the Principal, in accordance to job expectations.

**PHYSICAL ACTIVITY REQUIREMENTS (Frequently, Occasionally, Rarely):**

**PRIMARY PHYSICAL REQUIREMENTS**

Lift up to 10 lbs: Frequently  
Lift up to 25 lbs: Frequently  
Lift 26 to 50 lbs: Rarely  
Lift over 50 lbs: Rarely

CARRY up to 10 lbs: Frequently required  
CARRY 11 to 25 lbs: Frequently  
CARRY 26 to 50 lbs: Rarely  
CARRY over 50 lbs: Rarely

REACH above shoulder height: Frequently  
REACH at shoulder height: Frequently required  
REACH below shoulder height: Frequently required  
PUSH/PULL: Frequently

**DURING AN EIGHT HOUR DAY,  
EMPLOYEE IS REQUIRED TO:**

Consecutive hours	Total Hours
Sit: 2	2
Stand: 5	5
Walk: 1	1

**OTHER PHYSICAL CONSIDERATIONS**

Twisting: Frequently  
Bending: Frequently  
Crawling: Frequently  
Squatting: Frequently  
Kneeling: Frequently  
Crouching: Frequently  
Climbing: Frequently  
Balancing: Frequently

**WORK SURFACES:** (describe)

Floor, table  
Mats, Chairs  
Desk, playground  
Office equipment, computer

**HAND MANIPULATION**

Grasping:	Frequently
Handling:	Frequently required
Torquing:	Frequently
Fingering:	Frequently required

**Environment: Inside: 98%      Outside: 2%**

Short Description: (Example: Work is performed inside and out of doors in an environment which includes exposure to physical elements or a number of disagreeable working conditions.)

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

**COGNITIVE AND SENSORY REQUIREMENTS:**

Talking:	Necessary for communicating with others.
Hearing:	Necessary for receiving information and instructions.
Sight:	Necessary to do job effectively and correctly.
Tasting & Smelling:	Smelling required to detect noxious fumes and odors.

**SUMMARY OF OCCUPATIONAL EXPOSURES:**

Bacterial and viral infections carried by children  
Cleaning products  
Valid driver's license required for travel outside office.