



HESPERIA UNIFIED SCHOOL DISTRICT POSITION DESCRIPTION

SECONDARY TEACHER MIDDLE SCHOOL CORE

DEFINITION:

Under general supervision, teaches two or more subjects to the same group of students. In addition, may teach any of the subjects he or she already is teaching to a separate group of pupils at the same grade level as those pupils he or she already is teaching for an additional period or periods, provided the additional period or periods do not exceed one-half of the teacher's total assignment, assists in other school programs as assigned, and creates a flexible program and environment favorable to learning and personal growth in accordance with each student's ability.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Teaches knowledge and skills in two or more subject areas, to middle school students utilizing the course of study prescribed by the District approved curriculum
- Instructs students in citizenship and basic subject matter specified in state law and administrative regulations and procedures of the district
- Develops instructional plans and organizes class time to provide a balanced program of instruction, demonstration and working time
- Provides individual and small group instruction in order to adapt curriculum to the needs of the students with varying intellectual abilities, and to accommodate a variety of instructional activities
- Establishes and maintains standards of student behavior required to provide an orderly and productive environment
- Instructs students in proper care and use of materials, organizes storage areas, and controls use of materials to prevent loss or abuse
- Evaluates each student's performance and growth in knowledge and understanding, and prepares progress reports
- Selects and requisitions instructional materials, books, etc., and maintains inventory records
- Maintains professional competence through in-service education activities provided by the District and/or in self-selected professional growth activities
- Participates cooperatively with the appropriate administrator to develop the method by which he/she will be evaluated in conformance with district guidelines
- Communicates with parents and school counselors on student progress
- Cooperates in school-wide supervision of students during out-of-classroom activities
- Participates in faculty and/or District committees and the sponsorship of student activities

CREDENTIAL:

- Valid California Credential or license authorizing service in grade levels and areas assigned
- Valid English Learner Certification
- Verification of NCLB Highly Qualified compliance

EDUCATION:

Bachelor's degree, including all courses to meet credential requirements

PHYSICAL DEMANDS:

The physical demands described here 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 the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, and talk or hear. The employee is occasionally required to sit and use hands to finger, handle, or feel objects, tools, or controls.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

COMMENTS

Many duties may vary depending upon the work location and subject area.