

# Hyde County Schools

## ELEMENTARY TEACHER

### NATURE OF WORK

Under general supervision, serves as a classroom teacher for elementary children and creates a flexible program and environment favorable to learning and personal growth in accordance with each student's ability.

### DUTIES AND RESPONSIBILITIES

Provides learning experiences and teaches the standard course of study prescribed by the Department of Public Instruction and District approved curriculum.

Develops and uses instructional material suitable for verbal and/or visual instruction of students with a wide range of mental, physical and emotional maturity.

Provides individual and group instruction designed to meet individual needs and help the students make a satisfactory transition to school.

Implements research based instructional strategies proven to increase student engagement and learning.

Establishes and maintains standards of student control required to achieve effective participation in all activities.

Evaluates academic and social growth of students and keeps appropriate records.

Provides appropriate instruction and activities for students to meet school/district policies, goals and objectives.

Communicates with parents through a variety of means.

Documents frequency of communications with parents.

Holds parent conferences to discuss the individual student progress and interpret the school program.

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Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health and learning problems.

Creates an effective environment for learning through functional and attractive displays such as bulletin boards, interest centers, etc.

Maintains professional competence through in-service education activities provided by the district and/or professional growth activities and university courses.

Participates cooperatively with the appropriate administrator to develop the method by which s/he will be evaluated in conformance with district guidelines.

Selects and requisitions instructional materials.

## **MINIMUM TRAINING AND EXPERIENCE**

Bachelor's degree and licensed by the state of North Carolina.

## **ESSENTIAL JOB FUNCTIONS**

Must be physically able to operate a variety of equipment including computers, copiers, etc. Must be able to exert up to 10 pounds of force occasionally; and/or a negligible amount of force constantly to lift, carry, push, pull or otherwise move objects.

Requires the ability to compare and/or judge the readily observable, functional, structural or composite characteristics of data, people or things.

Requires the ability to speak and/or signal people to convey or exchange information. Includes giving instructions, assignments or directions to subordinates or assistants.

Requires the ability to read a variety of correspondence, reports, forms, articles, proposals, contracts, etc. Requires the ability to prepare correspondence, reports, forms, evaluations, policies, etc. using prescribed formats.

Requires the ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions; to interpret an extensive variety of technical instructions in mathematical or diagrammatic form.

Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages including medical, legal and counseling terminology.

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Requires the ability to deal with people beyond giving and receiving of instructions. Must be adaptable to performing under stress and when confronted with emergency situations.

**REPORTS TO:** Principal

**FSLA STATUS:** Exempt

### **DISCLAIMER**

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform this job.