

ELEMENTARY EDUCATION TEACHER

- Qualifications:**
1. Valid New Jersey Instructional Certificate and Elementary Education/Elementary School with Subject Matter Specialization Endorsement or eligibility.
 2. Demonstrate knowledge of effective teaching methods and developmentally appropriate classroom activities.
 3. Ability to maintain a positive learning environment.
 4. Strong interpersonal and communication skills.
 5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
 6. Pass a physical examination in accordance with statute and board policy.

Reports To: Principal

Supervises: Pupils, and when assigned, student teachers and classroom aides

Job Goal: To provide an approved elementary education program and establish a class environment that fosters learning and personal growth; to help pupils develop skills, attitudes and knowledge needed to provide a good foundation for continued education; and to maintain good relationships with parents and other staff members.

Performance Responsibilities:

1. Work to achieve state core curriculum content standards and district educational goals and objectives by promoting active learning in the classroom using board-adopted curriculum and other appropriate learning activities.
2. Develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.
3. Set specific objectives wherever possible in lesson preparation and weekly lesson plans and carriers through presentation to effectively achieve these objectives.
4. Monitor pupil academic progress and personal growth toward stated objectives of instruction.
5. Maintain records of pupil's educational progress in class record books and/or board approved forms and summarizes these marks for reporting purposes.

6. Identify pupil needs and cooperates with other professional staff members in assessing and resolving learning problems.
7. Establish and maintain standards of pupil behavior needed to achieve a classroom climate conducive to learning.
8. Budget class time effectively.
9. Communicate with parents through conferences and other means to inform them about the school program and to discuss pupil progress.
10. Devise written and oral assignments and tests that require analytical and critical thinking as well as the reproduction of facts.
11. Plan class activities and lesson presentations that are age-appropriate for the class and meet the individual needs, interests and ability levels of all pupils.
12. Maintain professional competence and continuous improvement through in-service education and other professional growth activities.
13. Participate in school-level planning, faculty meetings/committees and other school system groups.
14. Make effective use of community resources to enhance the instructional program.
15. Uphold and enforce school rules, administrative regulations and board policy.
16. Perform other duties within the scope of his/her employment and certification as may be assigned.

Terms of Employment: Ten months per year. Salary to be determined by the Board of Education negotiation process.

Evaluation: Performance of these functions will be evaluated annually in accordance with state law, administrative code and provisions of the board's policy on the evaluation of certificated staff.

APPROVED: Board of Education