

FAIRFIELD PUBLIC SCHOOLS
Fairfield, Connecticut

- I. JOB TITLE: Classroom Teacher
- II. CERTIFICATION/QUALIFICATIONS: As set by state certification authorities.
- III. WORK YEAR: 10 months
- IV. REPORTS TO: Building Administrator
- V. JOB GOALS: To help students in the learning process through the effective application of instructional skills and knowledge of appropriate subject matter.
- VI. PERFORMANCE RESPONSIBILITIES:
 - A. Professional Knowledge
 - 1. Demonstrates facility in the skills of reading, writing and mathematics.
 - 2. Demonstrates knowledge of the subject to be taught.
 - 3. Demonstrates knowledge of human growth and development as it relates to the teaching/learning process.
 - 4. Demonstrates knowledge of the American public school system.
 - B. Instructional Planning and Student Evaluation
 - 1. Plans instruction to achieve selected objectives.
 - 2. Effectively assesses student needs and progress.
 - 3. Knows and follows curriculum as specified by the Board of Education.
 - 4. Participates in curriculum development appropriate to assignment.
 - 5. Reviews and analyzes book selections, equipment, and other instruction materials.
 - C. Instruction
 - 1. Effectively implements instructional plans and uses appropriate instruction techniques.
 - 2. Effectively communicates with students.
 - 3. Helps students develop positive self-concepts.
 - 4. Facilitates the independence of the student as learner.
 - 5. Effectively organizes time, space, materials and equipment for instruction.
 - 6. Effectively meets the needs of all students (including the exceptional student).
 - 7. Establishes a positive learning environment.
 - 8. Provides meaningful reinforcement in application of knowledge and skills.
 - 9. Makes clear and reasonable assignments.

D. Professional Responsibilities

1. Meets professional responsibilities:
 - a. Cooperates with fellow teachers, administrators, and supervisory staff.
 - b. Maintains the ethics of the profession.
2. Encourages and maintains the cooperative involvement and support of parents and the community.

10/11/09