

**KYRENE SCHOOL DISTRICT
CLASS SPECIFICATION
TEACHER**

<u>DEPARTMENT:</u>	<u>BAND/GRADE/SUBGRADE:</u>	<u>FLSA STATUS:</u>
Educator	C/4/3	Exempt

CLASS SUMMARY:

The Teacher is a stand alone class. Incumbents are responsible for educating students directly through classroom instruction and indirectly through special area assignments.

Incumbents may be assigned as classroom teachers or specialized teachers including:

- Classroom Teachers planning and delivering instruction, evaluating individual student progress, and implementing Individual Education Plans;
- Teacher Librarians providing for School Library and media center management;
- Literacy Coaches addressing the District's student and community education literacy challenges;
- Math Coaches focusing on the promotion of math skills throughout the District;
- Curriculum Specialists supporting the dynamic updating and enhancement of teaching tools and subject matter;
- Educational Technology Specialists working to provide technology tools and skills for enhanced learning capability; and
- Student Advisors working in the schools to support administration such as evaluating teachers during classroom instruction including conferences and curriculum analysis; and assisting in creating a master schedule for student placement and class balance, evaluation of support staff, the development and support of behavioral intervention strategies and resolution of teacher concerns.

The Teacher is distinguished from other classes by the focus on educating students through classroom instruction as well as through specialized education and skills development programs in schools and throughout the District as Teacher Specialists.



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<u>ESSENTIAL DUTIES:</u> This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.	<u>PERCENT OF TIME</u>	<u>BAND/ GRADE RATING</u>
Based upon assignment, prepares and delivers instruction appropriate to the student population including differentiated curriculum to address learning styles, behavior problems, and students with special needs; determines instruction techniques, strategies, and methods; schedules activities; develops and implements curriculum including determination of instructional resource use and delivery; and/or functions as a Teacher Specialist serving as a dedicated resource for addressing specialized needs in areas such as math, literacy, technology, prevention, curriculum, and library management.	Daily 25%	C/4
Based upon assignment, develops specialized curriculum across the District and/or plans for differentiated curriculum for and instruction of special needs students across content areas including making adaptations and determining instructional strategies with collaboration of other teachers, sign language and other interpreters, administrators and allied health providers; and writes and modifies curriculum content within the context of both classroom teaching and dedicated services provided by Teacher Specialists.	Daily 20%	C/4
As assigned, develops, reviews, revises and implements Individual Education Plans (I.E.P.s); evaluates student behavior and performance including attendance and other record keeping; supervises students in school settings and provides feedback to parents, counselors, administrators, and health providers; plans and shares curriculum; and designs and delivers in-service training.	Daily 20%	C/4
As assigned, performs clerical duties such as copying, cutting, laminating, filing, word processing, data entry, and ordering and delivering materials and assists with hygiene needs of students.	Daily 5%	A/1
As assigned, prepares classrooms and other educational settings for instruction and coaching including creating bulletin boards, storing materials and disassembling and cleaning as necessary; coordinates technology and equipment including troubleshooting problems and cleaning equipment; and prepares brochures and other written material to support program implementation, student learning and/or staff development.	Weekly 5%	B/2
As assigned, reviews and researches curricula; designs staff development programs; develops and manages budgets and expenditures; and coordinates special peer coaching and mentoring programs.	Weekly 5%	C/4



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Training And Experience:

Bachelor's Degree or post bachelor degree in education is required; based upon assignment, Masters Degree in a specialized area of assignment may be preferred; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licensing/Certification Requirements:

- AZ Teacher Certification;
- Certificate with approved area of content may be required depending on assignment;
- AZ Fingerprint Clearance Card;
- Compliance with applicable No Child Left Behind "highly qualified" standard within one year;
- Appropriate endorsements may be required depending on area of instruction;
- Based upon assignment, library media certification may be preferred.

Knowledge of:

- Pertinent federal, state, and local laws, codes, rules, regulations, recommendations, codes, and statutes;
- District policies, procedures, organization structure and school requirements;
- Subject matter expertise in area of assignment;
- Behavior management techniques;
- Teaching principles and practices;
- Individual Education Plans (I.E.P.s) and assessment tools;
- Child development;
- Safety procedures.

Skill in:

- Working under pressure to meet timelines and handling multiple and changing priorities;
- Teaching, designing instructional curriculum and materials and providing educational leadership;
- Managing behavioral problems;
- Communicating effectively, both orally and in writing;
- Customer service and public relations;
- Counseling, conflict resolution and problem solving;
- Interpreting and applying laws, regulations, codes, and policies;
- Use of a variety of computer-based technologies and other equipment; and
- Establishing and maintaining harmonious working relationships with those contacted in the course of work; demonstrating tact, diplomacy and patience.



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ADA and Other Requirements:

Positions in this class typically require: stooping, kneeling, crouching, fingering, standing, walking, pushing, reaching, lifting, feeling, talking, hearing, seeing, and repetitive motions.

Incumbents may be subject to travel, body fluids, fumes, odors, dusts, gases, poor ventilation, workspace restrictions, and intense noise.

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

or, based upon assignment,

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

Class History Information:

Prepared by Fox Lawson & Associates 10.24.08

