

**Job Title:** Elementary Teacher**Exemption Status/Test:** Exempt/Professional**Reports to:** Principal**Date Revised:** March 22, 2019**Dept./School:** Assigned Campus

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**Primary Purpose:**

Provide students with appropriate learning activities and experiences in the elementary grade level assigned helping them fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop competencies and skills to function successfully in society.

**Qualifications:****Education/Certification:**

Bachelor's degree from accredited university

Valid Texas teaching certificate with required endorsements or training for subject and level assigned

Demonstrated competency in the core academic subject area assigned

**Special Knowledge/Skills:**

Knowledge of core academic subject assigned

Knowledge of curriculum and instruction

Ability to instruct students and manage their behavior

Strong organizational, communication, and interpersonal skills

**Experience:**

Previous experience teaching preferred but not required

Three year's elementary teaching experience preferred but not required

**Major Responsibilities and Duties:****Instructional Strategies**

1. Develop and implement lesson plans that fulfill the requirements of district's curriculum program and show written evidence of preparation as required. Prepare lessons that reflect accommodations for differences in individual student differences.
2. Plan and use appropriate instructional and learning strategies, activities, materials, equipment, and technology that reflect understanding of the learning styles and needs of students assigned and present subject matter according to guidelines established by Texas Education Agency, board policies, and administrative regulations.
3. Conduct assessment of student learning styles and use results to plan instructional activities.
4. Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).

5. Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
6. Plan and assign work to instructional aide(s) and volunteer(s) and oversee completion.

**Student Growth and Development**

7. Conduct ongoing assessment of student achievement through formal and informal testing.
8. Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by the campus principal.
9. Be a positive role model for students; support mission of school district.

**Classroom Management and Organization**

10. Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
11. Manage student behavior in accordance with Student Code of Conduct and student handbook.
12. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
13. Assist in selecting books, equipment, and other instructional materials.
14. Compile, maintain, and file all reports, records, and other documents required.

**Communication**

15. Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.

**Professional Growth and Development**

16. Participate in staff development activities to improve job-related skills.
17. Comply with state, district, and school regulations and policies for classroom teachers.
18. Attend and participate in faculty meetings and serve on staff committees as required.

**Supervisory Responsibilities:**

1. Direct the work of assigned instructional aide(s).
2. Direct the work of student aide(s) as available.

**Mental Demands/Physical Demands/Environmental Factors:**

**Tools/Equipment Used:** Personal computer and peripherals; standard instructional equipment;

**Posture:** Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

**Motion:** Frequent walking

**Lifting:** Regular light lifting and carrying (less than 15 pounds) classroom equipment related objects

**Environment:** Work inside, may work outside; regular exposure to noise

**Mental Demands:** Maintain emotional control under stress; work prolonged or irregular hours

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Applicants with questions should contact the principal, Wes Corzine at [wcorzine@hisd.us](mailto:wcorzine@hisd.us).

Apply using the professional application located on the Huckabay ISD webpage located under the human resources menu (<http://www.hisd.us/Page/279>).

Electronic submissions are encouraged and should be submitted to Wes Corzine at [wcorzine@hisd.us](mailto:wcorzine@hisd.us). Submissions in person or by US Mail will be accepted at 200 CR 421, Stephenville TX 76401.

Salary based on teacher experience and Huckabay ISD teacher pay scale.

Position open until filled.