Job Title: TEACHER- HIGH SCHOOL

Qualifications: Must be NH Certified or Certifiable and HQT. Classroom Management, Verbal Communication, Resolving Conflict, Presentation Skills, Self-Motivated, Motivating Others, Listening, Collaborative Teaching - K-12, Deals with Uncertainty, Objectivity, Confidentiality

Reports to: Principal

Job Goal: Promotes and nurtures the education of students by planning and tailoring courses of study; monitoring, assisting with, and correcting, academic efforts; providing a safe environment conducive to learning; keeping parents informed.

Type of Position: 188 days Wage: Contract

Hours per week: exempt

- Instructs students for the purpose of improving their success in academic, interpersonal and daily living skills through a defined course of study
- Communicates expectations, student achievement, and curriculum requirements, for the purpose of developing methods of improvement and/or reinforcing classroom goals
- Collaborates with instructional staff, other school personnel, parents and a variety of community resources for the purpose of improving the overall quality of student outcomes, achieving established classroom objectives in support of the school’s mission statement
- Demonstrates methods required to perform classroom and/or subject specific assignments for the purpose of providing an effective program that addresses Student Learning Expectations
- Implements academic, behavior, health and nutrition plans (e.g., IEPs, intervention plans, care plans, 504 Plans, etc.) for the purpose of ensuring compliance with regulatory requirements and established guidelines
- Participates in a variety of meetings for the purpose of conveying and/or gathering information required to perform functions
- Informs parents and/or legal guardians of students’ progress for the purpose of communicating expectations, students’ achievements, developing methods for improvement and/or reinforcing classroom goals in the home environment
- Models classroom procedures and expectations for the purpose of demonstrating appropriate social and interpersonal behavior
- Responds to inquiries from a variety of sources (e.g., other teachers, parents, administrators, etc.) for the purpose of resolving issues, providing information and/or direction
- Adapts classroom work for the purpose of providing students with instructional materials that address their respective needs within established lesson plans
- Assesses student progress towards objectives, expectations, and/or goals for the purpose of providing feedback to students, parents and administration
- Directs student teachers, instructional assistants (Paraeducators and tutors), and/or student workers for the purpose of providing an effective classroom program and addressing the needs of individual students
- Prepares a variety of materials (e.g., grades, attendance, anecdotal records, etc.) for the purpose of documenting students’ progress and meeting mandated requirements
- Administers required assessment programs, subject specific assessments (e.g., state, district, and school assessment tools, etc.) for the purpose of assessing student competency levels and/or developing curriculum
- Advises students for the purpose of improving performance, problem solving techniques and
Coordinates a variety of activities (e.g., field trips, first aid coverage, transportation, assemblies, etc.) for the purpose of ensuring the availability of equipment, materials and personnel to achieve objectives

Manages student behavior for the purpose of providing a safe and optimal learning environment

Monitors students in a variety of educational environments (e.g., classroom, field trips, hallways, assemblies, etc.) for the purpose of providing a safe and positive learning environment

Reports incidents (e.g., fights, suspected child abuse, suspected substance abuse, etc.) for the purpose of maintaining personal safety of students and staff, providing a positive learning environment and adhering to Education Code and school policies

Responds to emergency situations for the purpose of resolving immediate safety concerns and/or directing to appropriate personnel for resolution in accordance with school policies

Incorporates professional development into classroom instruction for the purpose of implementing curriculum that supports student achievement

Addresses recertification requirements for the purpose of maintaining state licensure and highly qualified status

Integrates professional development goals with building and district goals for the purpose of aligning personal skill sets with building and district goals

Performs other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the school

EVALUATION: Performance of this job will be evaluated in accordance the Hinsdale Federation of Teacher contract

PHYSICAL ACTIVITY REQUIREMENTS (Frequently, Occasionally, Rarely):

<table>
<thead>
<tr>
<th>PRIMARY PHYSICAL REQUIREMENTS CONSIDERATIONS</th>
<th>OTHER PHYSICAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lift up to 10 lbs.: Frequently required</td>
<td>Twisting: Occasionally</td>
</tr>
<tr>
<td>Lift up to 25 lbs.: Occasionally</td>
<td>Bending: Occasionally</td>
</tr>
<tr>
<td>Lift 26 to 50 lbs.: Rarely</td>
<td>Crawling: Rarely</td>
</tr>
<tr>
<td>Lift over 50 lbs.: Rarely</td>
<td>Squatting: Rarely</td>
</tr>
<tr>
<td>CARRY up to 10 lbs.: Frequently required</td>
<td>Kneeling: Rarely</td>
</tr>
<tr>
<td>CARRY 11 to 25 lbs.: Occasionally</td>
<td>Crouching: Rarely</td>
</tr>
<tr>
<td>CARRY 26 to 50 lbs.: Rarely</td>
<td>Climbing: Rarely</td>
</tr>
<tr>
<td>CARRY over 50 lbs.: Rarely</td>
<td>Balancing: Rarely</td>
</tr>
<tr>
<td>REACH above shoulder height: Occasionally</td>
<td>WORK SURFACES: (describe)</td>
</tr>
<tr>
<td>REACH at shoulder height: Frequently required</td>
<td>Composite desk</td>
</tr>
<tr>
<td>REACH below shoulder height: Frequently required</td>
<td>Carpet/tile floors</td>
</tr>
<tr>
<td>PUSH/PULL: Occasionally</td>
<td>Computer keyboard/screen</td>
</tr>
</tbody>
</table>

DURING AN EIGHT HOUR DAY, EMPLOYEE IS REQUIRED TO:

<table>
<thead>
<tr>
<th>Consecutive hours</th>
<th>Total Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

Grasping: Occasionally
Handing: Frequently required
Torquing: Occasionally
Fingering: Frequently required

Environment: Inside: 98%  Outside: 2%
COGNITIVE AND SENSORY REQUIREMENTS:
Talking: Necessary for communicating with others.
Hearing: Necessary for receiving information and instructions.
Sight: Necessary to do job effectively and correctly.
Tasting & Smelling: Smelling required to detect noxious fumes and odors.

SUMMARY OF OCCUPATIONAL EXPOSURES:
Bacterial and viral infections carried by children
Cleaning products

I have reviewed this job description and am in acceptance of its parameters.

____________________________________  Date ________________
Employee

____________________________________  Date ________________
Board Representative

Approved by the Hinsdale School Board 04/08/15