



**Job Title:** Teacher

**Exemption Status:** Exempt/Professional

**Reports to:** Principal

**Date Revised:** October 1, 2019

**Dept./School:** Assigned Campus

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### **Primary Purpose:**

Provide students with appropriate learning activities and experiences in the core academic subject area assigned to help 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

Demonstrated competency in the academic subject area assigned

- *Physical Education Teachers: Current automated external defibrillator (AED) and cardiopulmonary resuscitation (CPR) certificate*
- *Era ISD is a District of Innovation – related training and work experience may be considered for instructional career and technology positions*
- *ESL certification required for core academic subject teachers (Math, Science, English, and Social Studies)*

#### **Special Knowledge/Skills:**

Knowledge of academic subject assigned

Knowledge of curriculum and instruction

Ability to instruct students and manage their behavior

Strong organizational, communication, and interpersonal skills

#### **Experience:**

Student teaching, approved internship, or related work experience

### **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.

## Era ISD Job Description – continued

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.

### **Other**

19. Follow district safety protocols and emergency procedures.

### **Supervisory Responsibilities:**

Direct the work of assigned instructional aide(s).

## Era ISD Job Description – continued

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

**Tools/Equipment Used:** Personal computer and peripherals; standard instructional equipment; [*P.E. teachers: automated external defibrillator (AED)*]

**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); may lift and move textbooks and classroom equipment

**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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Era ISD does not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability, military status, genetic information, or on any other basis prohibited by law. Additionally, the District does not discriminate against an employee or applicant who acts to oppose such discrimination or participates in the investigation of a complaint related to a discriminatory employment practice. Employment decisions will be made on the basis of each applicant's job qualifications, experience, and abilities.

El Distrito Escolar Independiente de Era no discrimina a ningún empleado o candidato a empleo por razón de raza, color, religión, sexo, nacionalidad, edad, incapacidad, estatus militar, información genética o de cualquier otra razón prohibida por ley. Además, el distrito escolar no discrimina a ningún empleado o candidato a empleo que actúe oponiéndose a ese tipo de discriminaciones o que participe en la investigación de una queja relacionada con alguna práctica discriminatoria en la contratación.

La toma de decisiones respecto a una contratación se hará en función de las calificaciones, experiencia y habilidades del candidato.

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This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Received by \_\_\_\_\_ Date \_\_\_\_\_