

**HEMET UNIFIED SCHOOL DISTRICT
MIDDLE SCHOOL TEACHER (6 - 8)
JOB DESCRIPTION**

DEFINITION

Under direction, to teach and instruct pupils in grades 6 through 8 in middle school academic subject matter, social, behavioral, and other educational skill areas; to plan, develop, organize and conduct a comprehensive educational program for middle school level pupils; to assist middle school level pupils; to assist middle school level pupils in making appropriate life style adjustments, and in the determination of career and vocational choices; and to do other related functions as required.

ESSENTIAL FUNCTIONS

- Teach and instruct in intervention classes designed to close the academic achievement gap for students performing below grade level.
- Categorically funded teachers reduce class sizes in core academic areas.
- Teach and instruct in subject matter areas commonly found in a comprehensive middle school education program.
- Utilize an adopted course of study, instructional program guidelines, and other materials in planning and developing lesson plans and teaching outlines.
- Pursue a variety of methodology in teaching and instructing pupils, including lectures, demonstrations, discussions, and laboratory experiences.
- Conduct teaching and instructional activities, using educational equipment, materials, books, and other learning aids.
- Provides instruction in citizenship and other subject matter specified by legal mandate, District policy, and administrative regulations.
- Plan, develop, and utilize a variety of instructional materials and aids appropriate to the intellectual and instructional level of pupils from a varied socio-economic and cultural backgrounds, and who possess a range of mental and emotional maturity.
- Review, analyze and evaluate the history, background and assessment of pupils in designing instructional programs to meet individual educational needs.
- Individualize and adapt educational processes and procedures to enhance pupil educational opportunities.
- Provide group and individual instruction to motivate pupils, and effectively utilize the time available for instructional activities.
- Maintain appropriate standards of pupil behavior, using behavioral management strategies and techniques, including positive reinforcement and behavior shaping procedures.
- Review, analyze, evaluate, and report pupil academic, social, and emotional growth.
- Prepare, administer, score, record, and report the results of criterion referenced tests, and administers, scores, records and reports the results of group standardized tests in evaluating pupil growth and progress.
- Counsel, confer with and communicate with parents, school and District personnel regarding pupil progress, and in the interpretation of the educational program.
- Cooperatively pursue alternative solutions to ameliorate pupil learning problems, and to enhance expanded academic, social and emotional growth opportunities.
- Maintain an effective learning environment through the proper control of heating, lighting, and ventilation, and the utilization of exhibits, displays, and independent study centers.
- Select and requisition appropriate educational supplies, materials, books, equipment, and learning aids.
- Perform a variety of non-instructional duties, including curriculum and instructional development activities, student supervision, and consultation activities.

EMPLOYMENT STANDARDS

KNOWLEDGE OF:

- Principles, theories, methods, techniques, and strategies pertaining to teaching and instruction of middle school level pupils;

- Academic, social, and behavioral characteristics of middle school level pupils;
- Educational curriculum and instructional goals and objectives, and educational trends and research findings pertaining to comprehensive middle school programming;
- Behavior management and behavior shaping strategies, techniques and methods, and conflict resolution procedures;
- Socio-economic and cultural background differences of the school population.

ABILITY TO:

- Plan, organize, develop and conduct a comprehensive teaching and instruction program for pupils at the middle school level;
- Provide appropriate and effective learning experiences for pupils from a wide range of socio-economic levels and cultural backgrounds;
- Effectively assess the instructional and educational needs of pupils, and design, develop, and implement sound instructional and educational programs;
- Provide a motivating and stimulating learning environment;
- Perform research and development activities pertaining to curriculum and instructional programs and innovative and creative pilot projects designed to enhance pupil educational opportunities and experiences;
- Follow safety procedures and written and verbal instructions;
- Work effectively with staff, students and public;
- Make independent decisions;
- Work autonomously;
- Organize tasks, set priorities and meet deadlines, manage multiple tasks;
- Demonstrate good judgment and good problem-solving skills;
- Direct and instruct others;
- Respond appropriately to evaluation and changes in the work setting.

EDUCATION:

Possession of a baccalaureate or higher degree with emphasis in an academic major or minor subject matter fields with the needed courses to meet credential requirements.

CREDENTIAL:

General Secondary, Standard Secondary with a major or minor in the assigned area, or a Single Subject in the assigned area. General Elementary, General Jr. High, Standard Elementary or a Multiple Subject. CLAD/BCLAD, SADAIE certification is desirable.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical requirements indicated below are examples of the physical aspects that this position must perform in carrying out the essential functions of the position.

Physical Demands: Walk, look downward, turn neck (up to continuously) sit, bend, (frequently); stand, stoop, squat, reach, push, pull, (Occasionally; kneel, crawl. Climb (infrequently); grasp/manipulate materials & supplies (continuously); lift items to 10 pounds (frequently), carry to 10 pounds (occasionally), lift/carry to 40 pounds (infrequently) (occasionally for PE and Industrial Arts teachers) use seeing, hearing and speaking (continuous, in class).

Working Conditions: Indoor classrooms, exposure to: student noise and music, odors of food and science projects, possible communicable diseases or unruly students. Outdoor schoolyard and grounds, exposure to; temperatures, dust, pesticides and smoke (seasonally)

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

(Revised 05/07)