

MORENO VALLEY UNIFIED SCHOOL DISTRICT
Human Resources Division

I. Position Title

Teacher: Classroom K-12 Setting

II. Position Description

Provide an educational program for elementary and secondary students. Teach skills, knowledge and courses in the required curricular area. For middle and high school; levels of courses could range from remedial to upper level to also include courses for college-bound students.

III. Major Responsibilities

- A. Provide students with direct instruction in the District grade-level core educational programs and content standards. **(E)**
- B. Instruct and assess students using State/District required teaching and assessment methods along with lesson plans and instructional materials. **(E)**
- C. Use a broad repertoire of teaching strategies and standards or teacher-prepared instructional aids for demonstration of concepts and curriculum. **(E)**
- D. Maintain communication with parents through a variety of means. Hold parent conferences when needed to specifically communicate individual pupil progress and behavior, intervention plans, possible retention, and/or school policies and practices. **(E)**
- E. Design and use multiple assessments aligned to standards to evaluate pupil's academic and social learning. Keep appropriate records and prepare progress reports, report cards, and other official documents that may be required by the State/District to validate student progress towards meeting necessary grade-level standards. **(E)**
- F. Establish and implement a classroom discipline policy to articulate and maintain standards of expected pupil behavior to achieve a functional learning environment in the classroom, and or outside of the classroom setting. **(E)**
- G. Develop/obtain and use instructional materials suitable for verbal or visual instruction of pupils with wide range of mental, physical, and emotional maturities and cultural backgrounds. **(E)**
- H. Participate in staff development workshops for : a) implementing District-adopted core and intervention programs, b) utilizing technology directly with instruction, c) administering and analyzing the required State/District assessments for students. **(E)**
- I. Perform other related duties as assigned.

(E) = Essential

IV. Qualifications

Knowledge of:

- Principles, methods, strategies, goals, and objectives of a public school K-12 educational program.
- State and District curricula frameworks, techniques in assessing students.
- Age appropriate student activity programs and characteristics.
- Policies and procedures in relationship to age appropriate discipline, guidance, and supervision.

Skills and Abilities:

- Work independently and or in a team setting.
- To communicate effectively and efficiently with students, staff, parents, and community.
- To utilize technology effectively for written, assessment, and instructional purposes.

Experience/Education:

- A major or minor in the educational area of instruction.
- Prior teaching experience or background in individualized programs specific to the position.
- Experience in curriculum development specific to the position.
- Experience in teaching upper level courses for middle and high schools in relationship to the position.

Credentials/Certificates:

- Must possess a valid California Teaching Credential or proof of obtaining one in the appropriate area of instruction.
- Must possess a valid English Language Learners (ELL) authorization.

V. Working Conditions:

Environment:

- School site setting environment.
- State/District goals and objective time lines.
- Subject to frequent interruptions and daily contact with parents and students in relationship to age related to your school site and grade levels.

Physical Abilities:

- Occasional bending at the waist, kneeling, stooping, squatting and climbing.
- Occasional carrying, pushing, pulling or lifting up to 20 lbs.
- Possible need to crawl, twist (neck or waist), grasping and fine manipulation with hands.
- Dexterity of hands and fingers to operate standard office equipment.
- Hearing and speaking to exchange information in person and on the telephone.
- Occasional reaching overhead, above the shoulders and horizontally.
- Visual ability to read, prepare/process documents and other material.
- Sitting and/or standing for extended periods of time.
- Mobility.

Hazards:

- Some contact with toxic materials.
- Extended viewing of computer monitor.
- Working around and with office equipment having moving parts.
- Working around classroom instructional equipment.
- Walking on uneven ground.