

**Sonora Union High School District**  
100 School Street • Sonora, California 95370

**POSITION TITLE:** Classroom Teacher

**SALARY PLACEMENT:** Certificated Salary Schedule

**POSITION DESCRIPTION:** A classroom teacher is responsible for instructing students in academic subjects in a standard classroom, industrial shop, independent study, home/hospital, computer lab and/or gymnasium environment. Individuals in this position will deliver adopted curriculum, assess student needs in relation to curriculum, deliver the curriculum, maintain discipline, keep accurate grade records and communicate regularly with parents regarding student progress. Classroom teachers will also work with the site administration in matters necessary for the general welfare of the school. An employee in this classification receives supervision from the Assistant Principal, Associate Principal, Site Principal and/or Superintendent within a broad framework of accepted policies and procedures in accordance with a collective bargaining agreement.

**MINIMUM QUALIFICATIONS:**

- Possession of a valid California Teaching Credential
- English Learner Authorization
- Successful passing score on the CBEST Exam

**DESIRABLE QUALIFICATIONS and EXPERIENCE:** Experience or training in teaching, working with youth and adults as a volunteer or in paid situations, and in counseling or mentoring.

**RESPONSIBILITIES, SKILLS, ABILITIES and KNOWLEDGE:**

- Structure a physical classroom environment conducive to learning.
- Establish efficient classroom management procedures.
- Establish and maintain expected standards of student behavior with administrative support.
- Establish a system of student evaluation within the guidelines prescribed in State law or adopted by the District.
- Continually evaluate and record various aspects of students' progress and report to parents as needed and required.
- Teach within the course of study for subject area or at grade level as prescribed in State law or adopted by the District.
- Plan and implement standards-based lessons.
- Provide planned learning experiences using a variety of instructional methods and strategies in order to motivate students.
- Identify students' needs and cooperate with other professional staff members in assessing and assisting students.

- Provide varied instruction as appropriate in order to attempt to adapt the curriculum to the needs of students.
- Perform basic attendance accounting tasks as required.
- Observe professional working hours as designated by the Collective Bargaining Agreement that may include school and district meetings.
- Supervise students in out-of-classroom activities and adjunct duties as required by the Collective Bargaining Agreement.
- Share the responsibility of communicating the educational program to the community through such activities as open house and back-to-school nights.
- Seek to improve competency by periodically participating in professional growth and training activities.
- Provide emergency lesson plans for substitutes.
- Plan and coordinate the work of paraprofessionals and student teachers when applicable.
- Employ remedial teaching techniques
- Maintain appropriate classroom discipline
- Design and implement projects for students.
- Follow instructions and work independently without constant supervision; analyze instructional situations and develop an effective course of action to achieve maximum learning by the students.
- Develop and manage a program budget as needed
- Ability to adapt instruction to individual student abilities and educational needs
- Provide instruction in a wide variety of subjects as per credential authorization.
- Gain and maintain student respect, interest and cooperation.
- Request assistance when dealing with unknown situations.
- Assess and diagnose student academic weaknesses and needs.
- Work effectively with the administration and other teachers within the schools
- Maintain effective communication with parents through various means including email, phone calls and conferences.
- Develop competencies that promote student personal, social, academic and vocational development.
- Promote health, physical development and the safety of students.
- Develop the students' self-image in a positive way to assure academic success.

**PHYSICAL REQUIREMENTS:** Employees in the position must have the ability to:

- **Stand/Walking:** Frequently; Stand for extended periods of time throughout work shift while performing classroom duties including out of classroom supervision, and field trips.
- **Equipment:** Frequently; Enter data into a computer terminal/typewriter, audio-visual equipment, operate standard office equipment, and use a telephone.
- **Vision:** Constantly; See and read a computer screen and printed matter with or without vision aids. Requires hand/eye coordination, depth perception and peripheral vision.

- **Hearing:** Constantly; Hear and understand speech at normal levels and on the telephone.
- **Speaking:** Constantly; Speak so that others may understand at normal levels in a classroom environment and on the telephone.
- **Bending/Stooping:** Frequently; Bend over, reach overhead, grasp, push, pull and move, lift and/or carry up to 30 pounds to waist height while assisting students, or retrieving items from shelves or the floor.
- **Push/Pull:** Occasionally; using both hands and arms exerting a force of up to 30 pounds while assisting students, moving furniture and equipment or opening doors.
- **Climbing/Balancing:** Seldom; Climb using a step ladder in the classroom. May be stairs in some locations.
- **Kneeling/Crouching/Crawling:** Occasionally; Kneeling, crouching and crawling may be required while assisting students in activities.
- **Hands/Arms:** Constant; Use of both in reaching/handling, fingering, gripping while performing a variety of physical and administrative duties. Overhead reaching is required.
- **Motor Vehicle:** Occasionally; Operate a vehicle in the course of carrying out assigned duties.

**MENTAL REQUIREMENTS: Employees in the position must have the ability to:**

- Constant mental alertness required in supervising activity of assigned students to anticipate behaviors of students and to maintain a safe, secure, organized, learning environment.
- Must possess necessary communication skills, written and oral, to complete assignments. Must be able to read, write, and speak English. Possess interpersonal skills to work well with various types of students, parents and staff. Must be able to adapt to work pressures that can include frequent interruptions, multiple tasks and maintaining daily schedule of activities.
- Must be able to work independently with assigned students and exercise creative problem-solving ability.
- Must be able to provide supervisory skills to provide guidance and set appropriate behavioral model to assigned students.

**WORK ENVIRONMENT: Employees in this position will be required to work indoors in a standard classroom, industrial shop, computer lab and/or gymnasium:**

- Come into direct contact with school staff, district staff and the public.
- Working with young children and adolescents.
- Trip hazards, uneven ground, slippery surfaces.