



HUMAN RESOURCES

Curriculum and Instruction

TEACHER

JOB SUMMARY

To give instruction to the students in the areas assigned by the Board, Superintendent, and principal.

QUALIFICATIONS

- All teachers shall be licensed in accordance with state law and the regulations of the Tennessee State Department of Education. Such license shall be on file in the office of the Superintendent prior to beginning employment
- It is the responsibility of the employee to secure a certificate and to maintain its validity. When a teacher's employment agreement must be terminated because the teachers' certificate has lapsed or other wise become invalid, the Superintendent shall immediately suspend the teacher without pay pending disposition of the matter. The teacher shall be notified of the reason for the suspension and given an opportunity for a hearing before the Board
- All teachers shall demonstrate competency based on the current job assignment and performance standards as outlined in the appropriate state model for local evaluation
- Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

ESSENTIAL FUNCTION/JOB DUTIES

- Report to Principal/Supervisor
- To give full, willing and helpful cooperation in carrying out all reasonable instructions or extra assignments which are given by the principal before, after and during the school day
- To give instruction to the students in the areas assigned by the Board, Superintendent, and Principal
- To record accurately the number of students present and absent each day in the manner prescribed by the Board, Superintendent and principal
- To follow state and local course of study, to follow rules and regulations of the state and policies of the local Board, and to follow school rules and policies established by the principal
- To maintain cordial relationships with the home, parent(s) and community
- To keep parent(s) duly informed of the child's progress and hold conferences with parent(s) when necessary
- To report to the principal of the school when one knows or reasonably suspects that a child's health or welfare has been or appears to have been harmed as a result of abuse or neglect
- Establish and maintain satisfactory, respectful working relationships within the school environment
- Perform other duties as assigned