

**FRESNO UNIFIED SCHOOL DISTRICT  
POSITION DESCRIPTION**

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TITLE:	Teacher, Elementary Classroom, Grades 1-3	REPORTS TO:	Principal
DEPARTMENT	School Site	CLASSIFICATION:	Certificated
WORK YEAR:	183 Days	SALARY:	Regular Teacher Salary

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**MINIMUM QUALIFICATIONS:**

California credential authorizing elementary instruction

**KNOWLEDGE AND ABILITIES:**

Knowledge of and ability to implement the subject matter, philosophical, social, and educational concepts relative to the duties and responsibilities listed on this job description

**DUTIES AND RESPONSIBILITIES:**

As a Director of Learning

1. Planning for instruction (individual)
  - a. Teach reading, language arts, social sciences, mathematics, science, art, health, physical education, and music to pupils in a classroom utilizing course of study and/or skill sequence adopted by the Board of Education, and other appropriate learning activities according to the goals and objectives of District and the individual school
  - b. Instruct pupils in citizenship, basic communication skills and the practice of attitudes necessary for responsible participation in the school and community. Instruct in other general elements of the course of study specified in state law and administrative regulations and procedures of the school district
  - c. Develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each pupil
  - d. Create an effective environment for child-center learning
2. Teaching results - evaluation
  - a. Evaluate student's academic and social growth based on his expectancy; keep appropriate records, and prepare progress reports
  - b. Communicate with parents through a variety of means to discuss pupil progress

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3. Instructional techniques - execution (or) utilizing instructional activities
  - a. Provide learning experiences
  - b. Establish and maintain standards of student behavior needed to achieve a functional learning atmosphere in and out of the classroom
  - c. Select and requisition books, maintain instructional aids and instructional supplies, as required by the District

#### **Relationships**

1. Teacher-student  
Create and maintain an active, responsive climate for learning through positive teacher-student rapport and help child to develop a positive self-image
2. Teacher-staff
  - a. Establish a good relationship through participation in faculty committees and meetings
  - b. Cooperate with supportive personnel in assessing and helping students solve health, attitude and learning problems
3. Teacher-parent
  - a. Communicate with parents through a variety of means
  - b. Hold a minimum of one parent conference to discuss individual student's progress and interpret school programs
4. Teacher-community
  - a. Responsible for presenting a positive teacher image to community
  - b. Interpret District philosophy as occasion arises

#### **Professional Attitude, Responsibilities and Participation**

1. Professional growth  
Maintain professional competence through participation in in-service education activities provided by the District and self-selected professional growth activities
2. Adaptability
  - a. Willing to accept changes in assignment as it relates to socioeconomic areas, programs and materials
  - b. Willing to adapt to different personalities in team teaching experiences
3. Ethics  
Abide by the Code of Ethics of Fresno Unified School District
4. Responsibilities
  - a. Responsible for basic attendance accounting and other services as required
  - b. Insure a comfortable room environment through an awareness of heating, lighting, ventilation and appropriate housekeeping
  - c. Share in the sponsorship of student activities and participate on faculty committees
  - d. Plan and coordinate the work of aides, teacher assistants, student teachers and other paraprofessionals as needed

Duties and responsibilities may be added, deleted or changed at any time at the discretion of management

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**ACCOUNTABILITY:**

Person to whom responsible: On-site Principal

Evaluator: On-site Principal

Persons responsible to Teacher, Elementary Classroom, Grades 1-3: Student Teachers and  
Aides or other paraprofessionals assigned

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