

# **Caldwell – West Caldwell Public Schools**

## **Job Description**

**Title:** **Teacher**

### **QUALIFICATIONS:**

1. New Jersey Certification appropriate to content and grade level
2. Other qualifications as set by the state board of education

**REPORTS TO:** Principal

### **RESPONSIBILITIES:**

#### **A. The Teacher in the Classroom**

1. Establish a positive environment for learning
2. Engage students actively in curriculum and instruction
3. Develop good work habits in students
4. Plan learning experiences systematically
5. Adapt plans to meet the needs of students
6. Develop student interests and participation in classroom management
7. Continuously assess student progress
8. Encourage the development of self-assessment skills in students

#### **B. The Teacher as a Person**

1. Act with sincerity and integrity in relations with others
2. Maintain an open mind
3. Demonstrate an appreciation of the worth and integrity of individuals
4. Accept responsibility for making decisions
5. Make decisions that serve the common good

**C. The Teacher as a Member of the Profession**

1. Observe professional ethics
2. Demonstrate loyalty to the policies, principles, and personnel of the school
3. Cooperate with all school personnel
4. Contribute to committees
5. Take responsibility for individual professional growth

**D. The Teacher with Parents and Community**

1. Provide for communication between home and school
2. Instill in parents a confidence in the competence of the teaching being done
3. Work with parents in areas of mutual concern, relative to the total growth of the child
4. Maintain communications with parents on pupil progress
5. Observes professional ethics in relations with parents and other members of the community