

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

TEACHER - MIDDLE SCHOOL

DEFINITION

Under direction, teach and instruct pupils in Grades 7 and 8, or a combination of these grade levels in academic, social, behavioral, and other educational skill areas; plan, develop, organize, and conduct a comprehensive educational program for upper elementary level pupils; assist upper elementary level pupils in making appropriate life style adjustments, and in the determination of career and vocational choices; and to do other related functions as required.

EXAMPLES OF DUTIES

- Teach and instruct in subject matter areas commonly found in an upper elementary education program, including reading, language arts, social science, physical and life science, fine arts, physical education, and mathematics.
- Utilize an adopted course of study, instructional program guidelines, and other materials in planning and developing lesson plans and teaching outlines.
- Pursue a variety of methodology in teaching and instructing pupils, including lectures, demonstrations, discussions, and laboratory experiences.
- Conduct teaching and instructional activities, using educational equipment, materials, books, and other learning aids.
- Provide instruction in citizenship and other subject matter specified by legal mandate, District policy, and administrative regulations.
- Plan, develop, and utilize a variety of instructional materials and aids appropriate to the intellectual and instructional level of pupils from varied socio-economic and cultural backgrounds, and who possess a range of mental and emotional maturity.
- Review, analyze, and evaluate the history, background, and assessment of pupils in designing instructional programs to meet individual educational needs.
- Individualize and adapt educational processes and procedures to enhance pupil educational opportunities.
- Provide group and individual instruction to motivate pupils, and effectively utilize the time available for instructional activities.
- Maintain appropriate standards of pupil behavior, using behavioral management strategies and techniques, including positive reinforcement and behavior shaping procedures.
- Review, analyze, evaluate, and report pupil academic, social, and emotional growth.
- Prepare, administer, score, record, and report the results of criterion referenced tests, and administer, score, record, and report the results of group standardized tests in evaluating pupil growth and progress.
- Counsel, confer with and communicate with parents, school, and District personnel regarding pupil progress, and in the interpretation of the educational program.
- Cooperatively pursue alternative solutions to ameliorate pupil learning problems, and to enhance expanded academic, social, and emotional growth opportunities.
- Maintain an effective learning environment through the proper control of heating, lighting, and ventilation, and the utilization of exhibits, displays, and independent study centers.

EXAMPLES OF DUTIES (continued)

- Select and requisition appropriate educational supplies, materials, books, equipment, and learning aids.
- Perform a variety of non-instructional duties, including curriculum and instructional development activities, student supervision, and consultation activities.

QUALIFICATIONS

Knowledge of:

Principles, theories, methods, techniques, and strategies pertaining to teaching and instruction of upper level elementary level pupils; academic, social, and behavioral characteristics of upper elementary level pupils; educational curriculum and instructional goals and objectives, and educational trends and research findings pertaining to upper elementary programming; behavior management and behavior shaping strategies, techniques and methods, and conflict resolution procedures; socio-economic and cultural background differences of the school population.

Ability to:

Plan, organize, develop, and conduct a comprehensive teaching and instruction program for pupils at the upper elementary level; provide appropriate and effective learning experiences for pupils from a wide range of socio-economic levels and cultural backgrounds; effectively assess the instructional and educational needs of pupils, and design, develop, and implement sound instructional and educational programs; provide a motivating and stimulating learning environment; perform research and development activities pertaining to curriculum and instructional programs and innovative and creative pilot projects designed to enhance pupil educational opportunities and experiences; comply with the District's customer service standards, as outlined in Board Policy.

Experience:

Successful completion of student teaching at a recognized college or university, or two years of regular full time upper elementary level teaching experience.

Education:

Possess a baccalaureate or higher degree with emphasis in elementary education, instructional technology, or subject matter fields commonly taught in an upper elementary grade level.

Certification Requirement:

Possess a California credential authorizing service as a teacher of Grade 7 and 8 students.