



Teacher

Reports to:	Principal	Job Code:	964; 965; 966; 967
Department:	Instructional	Structure/Grade:	Teacher/E04 - E07
Division:	School-Based	Workdays:	Predominantly 190 Days (197 or 246 day schedules may be available)
Retirement:	Teacher's Retirement System (TRS)		

Position Summary

Plan and deliver educational instruction to diverse learners, including those with special needs, in line with state and district standards, and create a safe, engaging learning environment that promotes academic success, physical fitness, and life skills for global citizenship. Perform work independently under moderate supervision, applying foundational knowledge to perform the job effectively.

Essential Job Duties

- Instruct and teach students across various subjects, including physical education, Science, Technology, Engineering, and Mathematics (STEM), social studies, and general elementary education while ensuring adherence to relevant standards and curricula.
- Develop Individualized Education Plans (IEPs) for students with special needs and provide differentiated instruction to meet diverse learning requirements.
- Create a safe, nurturing, and inclusive learning environment that respects and accommodates students from diverse cultural backgrounds.
- Plan, organize, and manage classroom activities using relevant technology and resources to enhance student learning outcomes.
- Assess student progress through testing and grading, provide feedback, and adapt teaching methods as necessary to improve educational effectiveness.
- Communicate effectively with students' parents or guardians as well as colleagues to build a supportive educational network.
- Participate in professional development opportunities, attend team meetings, and collaborate with other educators to refine instructional strategies.
- Identify less complex problems within the educational setting and suggest minor modifications in processes for enhanced department performance when applicable.
- Supervise students outside of classroom hours when necessary and manage student behavior consistently across settings.
- Provide additional support for students with disabilities beyond standard accommodations in the classroom environment.
- Identify and resolve minor problems as they arise.
- Suggest minor modifications as appropriate to processes to enhance the performance of the department
- Perform additional duties as assigned.

Qualifications

- Bachelor's degree from a Georgia Professional Standards Commission approved accredited college or university in the relevant educational field required.



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- Valid Professional Standards Commission approved teaching certificate in the appropriate educational field required.

Knowledge, Skills, and Abilities

- Knowledge of STEM (Science, Technology, Engineering, and Mathematics) programs and Individualized Education Plans (IEPs)
- Knowledge of adapted physical education and services for students with disabilities and learning differences
- Effective oral and interpersonal communication skills
- Good computer skills, including the ability to use all relevant software
- Good problem-solving skills
- Strong attention to detail
- Ability to manage and supervise students
- Ability to create a safe and nurturing learning environment for young or special needs students
- Ability to follow clear and established processes
- Ability to organize and prioritize tasks and manage multiple assignments simultaneously
- Ability to develop stable working relationships internally
- Ability to exchange information with a range of internal constituents

Physical Demands and Work Environment

Constantly required to exchange accurate information.

Constantly operates a computer and other office machinery.

Constantly observes details at close range.

Frequently remains in a stationary position.

Occasionally moves about inside an office.

Occasionally moves office equipment weighing up to 25 pounds.

Constantly works in an indoor environment.

Occasionally exposed to loud noise levels.

Occasionally exposed to bodily fluids and communicable diseases.

Supervisory Responsibility

None

Disclaimer: Information contained within this position specification only summarizes information for interested individuals. The statements herein are intended to describe the general nature and level of work being performed by the employee in this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of a person in this position. If there is a discrepancy between the information in this position specification, the current documents obtained in the Division of Human Resources will always govern. The DeKalb County School District reserves the right to modify, alter or discontinue these reference materials for any reason.

Reviewed/Revised: 05/30/2024

By signing below, I agree that I have read and understand the requirements and the essential functions of this position.



Teacher

Employee: _____ Date: _____