

School District Job Description

Position Title: Teacher Associate

Department: Instruction

Reports To: Principal

SUMMARY:

To support student progress in academic classes, monitor student grades and academic progress, and manage student behaviors in the classroom.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Other duties may be assigned

- Meets and monitors assigned classes in the locations and at the times designated.
- Monitors student progress to meet the individual needs, interests and abilities of the students.
- Creates a classroom environment that is conducive, to learning and appropriate to the maturity and interest of the students.
- Encourages students to set and maintain standards of classroom behavior.
- Evaluates pupils' academic and social growth, keeps appropriate records.

SUPERVISORY RESPONSIBILITIES

Supervises classroom and students, as assigned.

EDUCATION and/or EXPERIENCE:

Bachelor of Arts degree preferred

CERTIFICATES. LICENSES. REGISTRATIONS

Valid Teaching Certificate preferred

Acknowledged _____

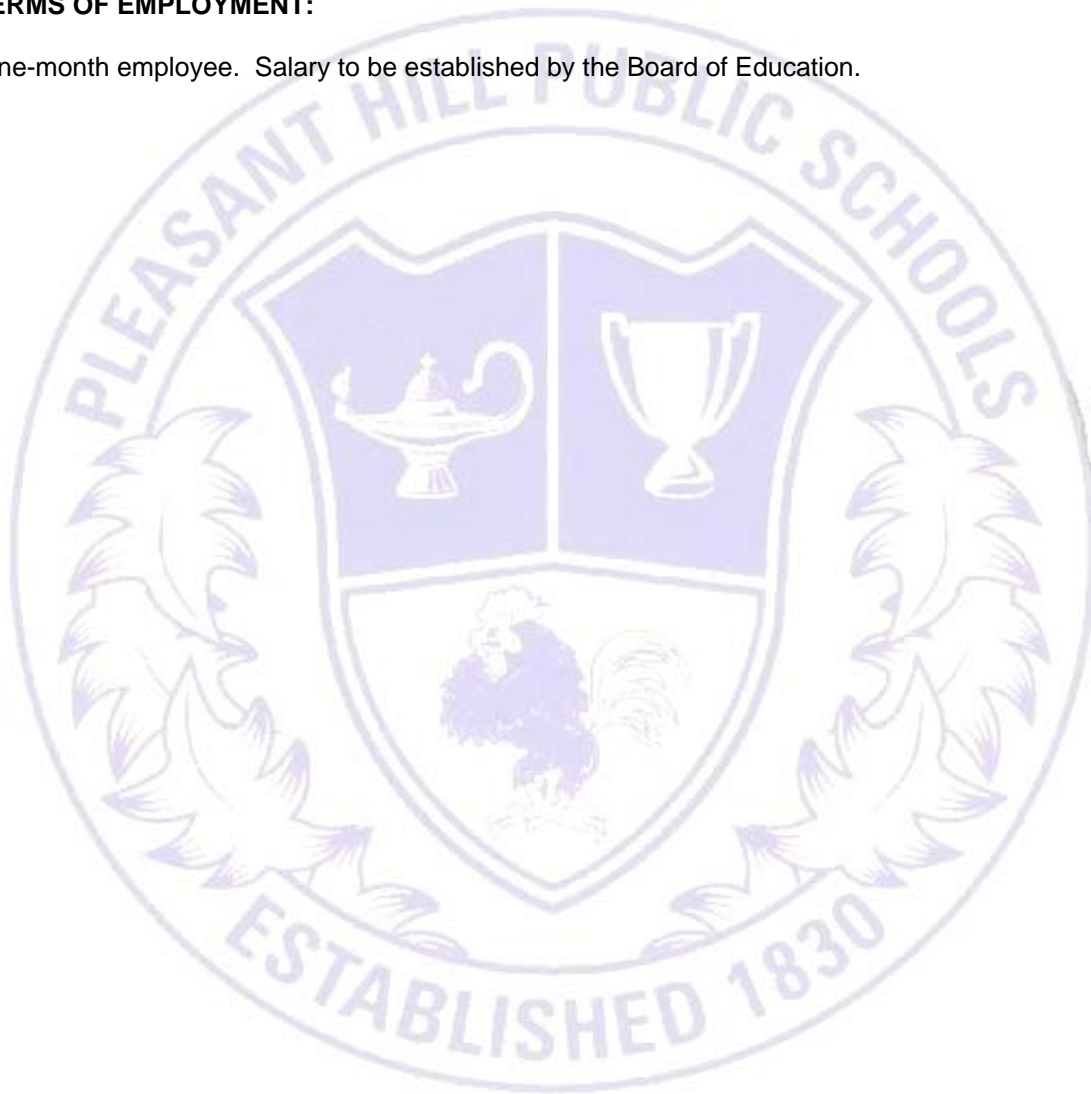
Date _____

EVALUATION:

This position is evaluated in accordance with district policy as stated in Evaluation of Professional Personnel.

TERMS OF EMPLOYMENT:

Nine-month employee. Salary to be established by the Board of Education.



Acknowledged _____

Date _____