

August 10, 2011

JOB VACANCY

TITLE: Physical Education Teacher (Part-time)
at Berry Elementary School

TERMS OF EMPLOYMENT: Nine months contract.
Work year and salary set by the Board of Education.

REPORTS TO: School Principal

The Fayette County Board of Education is accepting applications for a part-time Physical Education Teacher position at Berry Elementary School. Applications will be received by the Human Resources Department, Fayette County Board of Education, P.O. Box 686 Fayette, Alabama 35555 until **Tuesday, August 16, 2011.**

QUALIFICATIONS: At least a Bachelor's degree from an accredited institution.
At least a valid State of Alabama Class B Teacher Certificate with an endorsement in the assigned area.
Some alternatives or additions to the above qualifications may apply, as the Fayette County Board of Education may find appropriate and acceptable.
Must meet the state and federal definition of "Highly Qualified" Teacher of the *No Child Left Behind Act of 2001*.

JOB GOAL: To provide a well-organized, smoothly functioning class environment in which students can take full advantage of the instructional program and available resource materials.

PERFORMANCE RESPONSIBILITIES: (Including, but not limited to, the following)

1. Teaches students in the location and at the times designated utilizing courses of study by the state department and curriculum adopted by the Board of Education and other appropriate learning activities.
2. Instructs students in citizenship and basic subject matter specified in state law, administrative regulations, and procedures of the school system.
3. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs, interests, and abilities of each student.
4. Translates lesson plans into learning experiences so as to best utilize the available time for instruction.
5. Creates a classroom environment that is conducive to learning and appropriate to maturity and interests of the students.
6. Maintains high standards of student conduct and enforces discipline as necessary, according to due process to the rights of students.
7. Evaluates student's academic and social growth, keeps appropriate records, and prepares progress reports as required.
8. Communicates with parents through conferences and other means to discuss student's progress and interpreting the school program.

9. Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude, and learning problems.
10. Guides the learning process toward the achievement of curriculum goals and in harmony with these goals-establishes clear objectives for all lessons, units, projects, and the like to communicate these objectives to students.
11. Employs a variety of instructional techniques and instructional media, consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
12. Strives to implement by instruction and action the county's philosophy of education and instructional goals and objectives.
13. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
14. Assists the administrations in implementing all policies and/or rules governing student life and conduct, and, for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
15. Creates an effective environment for learning through functional and attractive displays of bulletin boards, and learning centers.
16. Maintains professional competence through inservice education activities provided by the county and/or self-selected professional growth activities.
17. Selects and requisitions books and instructional aids; maintains required inventory records.
18. Supervises students in out-of-classrooms activities that the school sponsors.
19. Administers group-standardized tests in accordance with the county testing procedures.
20. Participates in curriculum development programs as required.
21. Participates in faculty committees and the sponsorship of student activities.
22. Prepares and submits accurately all reports required by the Principal and Superintendent of Schools.
23. Performs other related and appropriate duties as requested by the Principal and/or Superintendent of Schools.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's Policy on Evaluation of Professional Personnel.