



# Elementary School Teacher 1

## Job summary

Under the direction of the school principal, the [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) plans and provides appropriate learning experiences for students. Provides an atmosphere and environment conducive to the intellectual, physical, social, and emotional development of individuals to ensure success for every student. Supervises students in a variety of school-related settings. Monitors and evaluates student outcomes. Communicates and interacts with students, parents, staff, and the community. Develops, selects, and modifies instructional plans and materials to meet the needs of all students. Maintains appropriate records and follows required procedures and practices. Monitors appropriate use and care of equipment, materials, and facilities.

## Responsibilities

- Plan a program of study that meets the needs, interests, and abilities of students
- Create a classroom environment that provides for student involvement in the learning process and enables each student to achieve learning objectives
- Demonstrate effective knowledge and use of curriculum content (subject matter and skills) associated with the instructional assignment
- Guide the learning process toward the achievement of curriculum goals and, in harmony with the goals, establish clear objectives for all lessons, units, projects, and the like to communicate these objectives to students
- Plan for and use instructional methods, resources, and evaluation techniques which motivate and enable each student to achieve learning objectives
- Develop lesson plans and supplementary materials compatible with the division's basic instructional philosophy and congruent with course/SOL standards; provide individualized and small group instruction to adapt the curriculum to the needs of each student and subgroup of students
- Maintain a commitment to professional ethics, communicate effectively, and take responsibility for and participate in professional growth that results in enhanced student learning
- Appraise his or her effectiveness and demonstrate successful application of skills and information acquired to increase the effectiveness
- Strive to maintain and improve professional competence
- Demonstrate effective professional relationships with administrators, peers, and specialists
- Participate in school management and share responsibility for the total school program
- Ensure compliance with federal, state, and local mandates and guidelines related to local and state testing programs and the special education program
- Attend staff meetings and serve on staff committees as required



Perform other duties as assigned by supervisor/administrator

Demonstrate the effective use of technology to enhance instruction and improve learning

Apply knowledge of digital learning competencies, including Internet research, graphic, and video technology

Be willing to learn to use and/or integrate technology into the classroom and include the use of assistive technology devices

Administer appropriate technology-related assessments on an ongoing basis and use the results to design and improve instruction

Demonstrate the ability to use electronic equipment for word processing, data management, information retrieval, visual and audio presentations, and telecommunications

Provide a variety of learning experiences so that students demonstrate skills and concepts learned through displays, products, and a variety of communication mediums, including electronic media presentations

## Requirements

Knowledge of the curriculum and techniques for integrating curriculum, policies, and effective instructional practices.

A thorough understanding of the teaching and learning process.

The ability to infuse technology into the curriculum.

The ability to work effectively with administrators, colleagues, central office, school-based staff, students, parents, and the community.

Excellent oral and written communication.

Human relations skills.

Possess at least a B.A./B.S. degree.

Have met the State Department of Education requirements to hold or be eligible to hold a Teaching License with an endorsement in the area for which he or she is being hired to teach.

Having experience in computer technology is desired and preferred, otherwise, must be willing to pursue appropriate technology training as required by the position.

## Elementary School Teacher 2

### Job summary

The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) plans and implements an instructional program and provides related educational services for students in kindergarten through grade five. The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) manages student behavior, assesses and evaluates student achievement, modifies instructional activities as required, and performs a variety of student monitoring and controls activities.



## Responsibilities

- Plans appropriate instructional strategies and activities, including determination of appropriate principles of learning, classroom organizational structures, and kind and level of materials.
- Utilizes a variety of instructional materials, media, and computer technology to enhance learning.
- Implements an instructional program that provides appropriate learning experiences for each student.
- Manages allotted learning time to maximize students' achievement.
- Assesses student abilities related to desired educational goals, objectives, and outcomes.
- Assesses student achievement and maintains appropriate assessment and evaluation documentation for institutional and individual reporting.
- Manages the behavior of learners in the instructional setting to provide an environment that is conducive to the learning process and assists and participates in the management of student behavior in other parts of the school and school grounds.
- Works in self-contained, teams, departments, itinerant capacity, or at a fieldwork site, as assigned.
- Requests assistance from resource personnel, as needed.
- Participates in in-service and staff development activities and other staff meetings as required or assigned.
- Provides continuous communication with parents, both written and oral, to keep them informed of their children's progress.
- Assigns work to and provides direction for instructional assistants, parents, and student volunteers.
- Supports or participates in grade-level and school-wide student instructional or related activities, social events, and approved fundraising activities.
- Ensures that classroom and/or instructional environment is attractive, healthy, safe, and conducive to learning and that materials are accessible to students and in good condition.

## Requirements

- Ability to communicate effectively, both orally and in writing.
- Excellent organizational, planning, and human relations skills.
- Good knowledge of content, curriculum, methods, materials, and equipment of elementary-level instruction.
- Good knowledge of early childhood growth and development.
- Ability to apply knowledge of current research and theory to instructional programs.
- Ability to plan and implement lessons based on division and school objectives and the needs and abilities of children.
- Ability to establish and maintain effective working relationships with children, peers, and parents.
- Eligible for a provisional, collegiate professional, or postgraduate professional license, with an endorsement to teach at the assigned grade level or subject area.



# Elementary School Teacher 3

## Job summary

Under the general supervision of the School Principal, the [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) provides instruction to students while on-site, to facilitate student success and growth in academic and interpersonal skills through implementing district-approved curriculum; documenting teaching and student progress/activities/outcomes; addressing specific educational needs of individual students and by creating a flexible, safe and optimal learning environment; and providing prompt and consistent feedback to students, parents, and administration regarding student progress, expectations, goals, etc.

## Responsibilities

Develops and administers elementary school lessons consistent with school district curriculum, goals, and objectives. Promotes an on-site classroom environment that is safe and conducive to individualized and small-group instruction, and student learning

Develops lesson plans and instructional materials to best utilize the available time for instruction, that aligns with grade-level expectations

Conducts ongoing assessment of student learning, and modifies instructional methods to fit individual students' needs, including students with special needs; conducts individual and small group instruction as needed using on-site and virtual learning tools.

Instructs students in the principles of responsible citizenship, digital responsibility, and other subject matters specified in applicable laws, as well as administrative regulations and procedures of the school system.

Continues to acquire professional knowledge and learn of current developments in the educational field by attending seminars, workshops, or professional meetings, or by conducting research. This includes but is not limited to best practices of current digital tools, blended learning, family, and student for virtual learning, and social-emotional support.

Organizes and maintains a system for accurate and complete record-keeping, grading, and reporting for all student activities, achievements, and attendance as required by district procedures and applicable laws. This includes monitoring attendance and engagement with virtual content if we pivot to virtual learning.

Encourages parental engagement in students' education and ensures effective, consistent, and prompt communication with students and parents.

Ensures that student conduct conforms with the school's standards and school district policies, and establishes and maintains standards of pupil behavior needed to achieve a functional learning atmosphere on-site or in the virtual classroom if we pivot.

## Requirements



Thorough knowledge of current teaching methods and educational pedagogy, as well as differentiation and student learning styles

Knowledge of School District curriculum, essential standards, and essential concepts

Knowledge of data information systems, data analysis, and the formulation of action plans

Knowledge of applicable federal and state laws regarding education and students

Ability to use computer network system/software, virtual learning tools, & equipment

Ability to organize and coordinate work for a virtual setting

Ability to communicate effectively, consistently, and promptly with students and parents

Ability to proficiently navigate learning platforms such as Google Classroom

Ability to engage in self-evaluation about performance and professional growth

Ability to establish and maintain cooperative working relationships with building and district faculty/staff members Ability to maintain standards of behavior in digital interactions

Ability to deliver articulate oral presentations and written reports

Ability to establish effective working relationships with staff, students, parents, & colleagues

Bachelor's Degree from an accredited college or university

## Elementary School Teacher 4

### Job summary

The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) is dedicated to developing strong, supportive relationships with students who feel respected and valued. Within the classroom community, the [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) promotes appreciation and understanding of differences, fosters inclusive classrooms, and is equitable to all students. They demonstrate strong proficiency with subject matter material and can provide a learning environment that is organized, well-paced, engaging, challenging, and rewarding to a diverse range of student learners. Excellent communication skills with parents and other members of the community are essential for the support of strong partnerships that reflect a commitment to the whole of school life.

### Responsibilities

Utilizes a constructive approach to support student discovery, active learning, and collaboration

Establishes clear and consistent standards and expectations

Addresses a range of learning needs through flexible and culturally responsive teaching

Provides regular and supportive feedback

Employs multiple forms of assessment, including informal and formal

Meets regularly with a grade-level partner, content specialists, and admin to create a teaching and learning that is aligned with the school's mission and core beliefs



Proactively communicates with parents and students to best serve the interests of students  
Deals with conflict in ways intended to solve problems, foster collaboration, and support

## Requirements

Bachelor's degree (BA or BS) from a four-year college or university  
Valid teaching credential  
3-5 years of teaching experience  
Independent school experience preferred  
Appropriately credentialed  
Able to pass state and federal background checks  
Clear TB and criminal background check upon hire

## Elementary School Teacher 5

### Job summary

The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) teaches and facilitates learning for students at school, and maintains academic progress, classroom discipline, and accurate records. Works with parents and students to provide a rigorous education for all students.

### Responsibilities

Prepare effective lessons, instruct, and motivate students in all course studies utilizing classical traditional methods of instruction.  
Assign lessons and correct classwork and homework promptly.  
Administer formative and summative assessments to evaluate student progress, record results, and issue reports informing parents of progress.  
Provide academic interventions for struggling students.  
Maintain student grades, classroom calendar, and student-parent communication via the school's online grading and communication tool.  
Maintain discipline in the classroom.  
Maintain a classroom that is conducive to learning, safe, attractive, and stimulates a spirit of inquiry.  
Set a good housekeeping example in the classroom and encourage students to follow this example.  
Regularly communicate with students and parents to discuss student progress – positive and negative.  
Participate in required faculty and professional meetings, educational conferences, and teacher training workshops.  
Inspire, praise, and correct students with consistency, care, and interest to encourage academic success and promote virtue.



## Requirements

Exposure to classical schools or classical education or experience teaching with classical traditional methods

Passion for students

Passion for and strong knowledge of the instructional academic content

Ability to model virtue, and teach virtue through the curriculum

Understanding of and passion for classical education

Ability to learn and implement classical teaching curricula and methods

Ability to maintain a classroom of approximately 20-25 students

Ability and patience to work interactively with students

Ability to understand the academic needs of students

Strong organizational, time management, communication, and interpersonal skills

Ability to develop and maintain effective working relationships

Ability to communicate with all levels of students, their parents, the community, peers, campus administration, superintendents, and corporate staff

## Elementary School Teacher 6

### Job summary

The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) provides instructional leadership in the classroom by the course of study approved by the Board of Education approved curriculum.

### Responsibilities

Implements instruction to meet the individual needs, interests, and abilities of students.

Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of students.

Guides the learning process toward the achievement of curriculum goals and objectives.

Employs instructional methods and available materials that are appropriate for meeting stated objectives.

Assesses the performance of students continually and provides progress reports as required.

Identifies students who require additional support services.

Communicates with colleagues, students, and parents.

Maintains high expectations for student performance and behavior.

Engages in professional development activities, which enhances instructional practices.

Participates in appropriate building and district meetings.



## Requirements

[Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html)

Certification or eligibility required.

Teaching experience preferred.

Experience with diverse learning communities or cultural competency training/work preferred.

Strong interpersonal and communication skills.

Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

## Elementary School Teacher 7

### Job summary

The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) plans, organizes, and implements an appropriate instructional program in a learning environment that guides and encourages students to develop and fulfill their academic potential.

### Responsibilities

Plan and prepare lesson plans and instructional activities by identifying clear teaching objectives and learning outcomes, with appropriate challenges and high expectations

Utilize a variety of learning materials and resources for use in the classroom

Identify student instructional levels and differentiate instruction to address students at their readiness level using a variety of teaching strategies

Use relevant technology to support instruction

Encourage and monitor the progress of all students

Maintain accurate and complete records of students' progress

Manage student behavior by establishing clear protocols and an optimum learning environment in and out of the classroom

Effectively communicate with parents and administration to maximize student growth

Participate in on-site professional development, school meetings, and extracurricular programs as required

Create an effective environment for learning through functional and attractive displays, bulletin boards, and interest centers

Ensure that school policies are reflected in daily practice

Continue to grow professionally

## Requirements





Bachelor's degree or higher from an accredited institution

Professional Teacher Certification

Transcripts indicating a minimum of 12 semester hours in-field

Relevant teaching experience

Knowledge of relevant technology

Ability to embed Judaic studies into daily learning

Excellent verbal and written skills

Passion for teaching

## Elementary School Teacher 8

### Job summary

An [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) is responsible for the education of Elementary students assigned to his or her class and is responsible for working with students, parents, other teachers and staff, and the school leadership toward achieving the mission and goals of the School. Teachers must embrace and are responsible for fully implementing the Expeditionary Learning (EL) inspired curriculum, increasing individual and group student achievement, and using data to implement and adjust research-based strategies that provide an optimal learning experience for each student. Teachers should embrace a growth mindset, a culture of collaboration, and lifelong learning. The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) reports to the Principal.

### Responsibilities

Support the vision and mission of the School.

Model enthusiasm for learning.

Strategically plan the year's learning objectives.

Work with Special Education staff to plan for and meet the needs of students with Individual Education Plans (IEPs) and English Language Learners (ELLs). Differentiate instruction and provide accommodations and support as needed.

Actively seek to improve knowledge and skills to better address the needs of special education students and ELLs.

Develop and revise clear criteria and standards for quality work and regularly examine student work to ensure that it meets increasingly higher standards of quality.

Conduct ongoing assessment of student work using multiple assessment tools including anecdotal records, performance assessments with rubrics, exams, and individualized assessments as appropriate. Use assessment data to plan for instruction and to set short and long-range goals. Ensure collection and submission of data.

Regularly analyze student data to improve instruction and make program recommendations and improvements.

Uphold and support the school-wide discipline policies.

Structure an EL-inspired classroom environment that is developmentally appropriate, student-centered, print-rich, and



well-organized.

## Requirements

Bachelor's Degree and appropriate Teaching Certificate/Licensure

Demonstrated ability to communicate and work effectively with parents

Demonstrated ability to adapt to individual's specific needs

Demonstrated ability to adapt to differences and changes in characteristics of students, programs, leadership, staff, and community

Demonstrated ability to utilize varied teaching methodologies to accommodate students' unique learning styles

Demonstrated ability to evaluate tests and measurements of achievement

Demonstrated ability to work effectively as a team member

## Elementary School Teacher 9

### Job summary

The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) is a qualified professional educator who meets the requirements to teach in a school. The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) is hired by and is directly accountable to the principal. The [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) agrees to abide by the educational policies and procedures of the school.

### Responsibilities

Communicates regularly with parents/guardians, colleagues, and principal;

Performs teaching duties as assigned by the principal;

Attends required faculty and staff meetings;

Cooperates with the principal and staff members in school-related meetings, activities, and projects;

Maintains accurate student attendance and academic records;

Maintains a safe, orderly, and secure learning and working environment;

Participates in the semi-annual performance review based upon the implementation of the general responsibilities of a professional educator in a school;

Maintains confidentiality and discretion regarding school personnel, students, and general school matters;

Supervises and evaluates students, and escorts students from building to building and on field trips (being responsible for keeping field trip permission slips as well as student medical information forms).

Performs other duties as assigned.



## Requirements

Excellent organizational and interpersonal skills are required.

The ability to communicate, listen to and understand information and ideas presented through spoken words and sentences.

The ability to read and understand information and ideas presented in writing.

Strong command of both written and spoken the English language.

Ability to lift at least 15 pounds. Physical demands include balancing, carrying, hearing, kneeling, lifting, pulling, sitting, standing, reaching, stooping, talking, and walking.

Also includes the ability to see items close.

## Elementary School Teacher 10

### Job summary

A [Elementary School Teacher](https://100hires.com/elementary-school-teacher-job-description.html) is responsible for working effectively with students, families, and staff, and is responsible for lesson planning, design, assessment, curriculum development, utilizing hands-on experiential education methodologies, literacy strategies, and special education modifications.

### Responsibilities

Demonstrate knowledge of the content area(s) and approved curriculum.

Differentiate instructional methods and resources in each area taught.

Recognize student diversity and create an atmosphere conducive to the promotion of positive student involvement and self-concept.

Demonstrate a willingness to examine and implement change.

Communicate accurately and effectively in the content area and maintain a professional rapport with students.

Comprehend the principles of student growth, development, and learning, and apply them appropriately.

Obtain feedback from and communicate with students in a manner that enhances student learning and understanding.

Utilize a variety of teaching methods and resources for each area taught. Use appropriate techniques, strategies, and materials to achieve the desired instructional goal. Understand and apply learning theories.

Encourage the development of student involvement, responsibility, and critical thinking skills.

Manage the classroom to ensure the best use of instructional time. Develop and implement appropriate classroom management strategies while maintaining high expectations for student behavior.

Create an atmosphere conducive to learning, self-discipline, and the development of realistic and positive self-concepts.

Encourage cooperation among students.



## Requirements

Bachelor's Degree in Education or related program, Master's degree in Education preferred

Valid teaching license

CPR/First Aid certification within the first 3 months of employment

Ability to work well with children, parents, and administrators

Ability to remain calm and be professional at all times

Ability to work well under pressure and can multitask