

TRENTON BOARD OF EDUCATION

JOB DESCRIPTION

PHOTOGRAPHY TEACHER

- QUALIFICATIONS:**
1. Bachelor's Degree from an accredited college or university.
 2. Appropriate New Jersey Teacher certification or eligibility

REPORTS TO: Building Principal

JOB GOAL

To help students learn subject matter, skills, attitudes, and knowledges that will enable them to function in society as mature, able, responsible, and contributing men and women.

SUPERVISES: Students, teacher aides and/or volunteers assigned to classroom.

PERFORMANCE RESPONSIBILITIES:

1. Plans in written form and executes in practice a program of study that meets the individual needs, abilities and interests of all students assigned.
2. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interest of the students.
3. Meets and instructs assigned classes in the locations and at the times designated.
4. Guides the learning process toward the achievement of curriculum goals and—in harmony with the goals—establishes clear objectives for all lessons, units, projects, and like to communicate these objectives to students.
5. Employs instructional methods and materials that are most appropriate for meeting stated objectives.
6. Assesses the accomplishments of students on a regular basis and provides progress reports as required.
7. Assists the administration in implementing all policies and/or rules governing students 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.
8. Plans and supervises purposeful assignments for teacher aide(s) and/or volunteer(s) and, cooperatively with school administration evaluates their job performance.
9. Strives to maintain and improve professional competence.
10. Attends staff meeting and serves on staff committees as required.
11. Encourages students to set and maintain high standards of classroom behavior.
12. Strives to implement by instructions and action the district's philosophy of education and instructional goals and objectives.
13. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
14. Maintains accurate, complete, correct records as required by law, district policy, and administrative regulation.

15. Cooperates with other members of the staff in planning instructional goals, objectives, and methods.
16. Assists in the selection of books, equipment, and other instructional material.
17. Accepts a share of responsibility for co curricular activities as assigned.
18. Works to establish and maintain open lines of communication with students and their parents, concerning both the board academic and behavioral progress of all assigned students.
19. Establishes and maintains cooperative relations with each other.
20. Provides for his/ her own professional growth through an ongoing program of reading, workshops, seminars, conferences, and/or advanced course work at institutions of higher learning.
21. Performs such tasks and assumes such responsibilities as directed by principal.

TERM OF

EMPLOYMENT: Ten (10) months position

BARGAINING UNIT: TEA

SALARY: In accordance with TEA Contract

STATUS: Hourly___ Salaries X
Exempt___ Non-Exempt___

BOARD APPROVAL: _____

Board Approved
October 26, 2015