

# PLEASE POST

## RIVER VALLEY SCHOOL DISTRICT INTERNAL/EXTERNAL POSTING

**Position:** Fifth Grade Teacher

**Location:** Three Oaks Elementary

**Compensation:** According to the negotiated Master Agreement with the River Valley Education Association.

**Job Summary:** To plan, organize and implement an elementary classroom learning environment that guides and encourages students to develop and fulfill their academic potential. To promote and encourage positive relationships with students, parents and staff members. Work is performed under the supervision of the principal.

**Qualifications and other requirements** – To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The requirements listed below are representative of the knowledge, skill, and/or ability required:

- ✓ Has a valid Michigan Elementary Teaching Certificate.
- ✓ Meets highly qualified status for the assignment as required by NCLB.
- ✓ Has demonstrated experience in working with elementary level students.
- ✓ Ability to communicate effectively both orally and in writing.
- ✓ Ability to foster a collaborative and effective working relationship with others.
- ✓ Ability to read and interpret professional literature and reports.
- ✓ Ability to utilize and implement relevant technology.

**Essential functions of the job include but are not limited to the following:**

- ✓ Reliable, regular, and punctual on-site attendance is required to perform the essential functions, duties, and responsibilities of a teacher.
- ✓ Develop and implement engaging lesson plans to facilitate active student learning. Translate lesson plans into developmentally appropriate learning experiences.
- ✓ Establish and communicate clear objectives for all learning activities. Instruct and monitor students in the use of learning materials and equipment.
- ✓ Provide a variety of learning materials and resources for use in educational activities. Use relevant technology to support and differentiate instruction.
- ✓ Provide individualized and small group instruction to adapt the curriculum to the needs of each student.
- ✓ Monitor and evaluate the progress of individual students; and use the information to adjust teaching strategies. Assign and grade assignments and assessments; and provide appropriate feedback to students.
- ✓ Identify and implement appropriate student interventions to improve student learning. Complete appropriate student referrals for additional support/interventions.
- ✓ Manage student behavior in the classroom by establishing and enforcing rules and procedures. Maintain discipline in accordance with the rules and disciplinary systems of the school.
- ✓ Maintain accurate and complete records of the students' progress and development. Prepare required reports on students and activities. Update all necessary records accurately and completely as required by laws, district policies and school regulations.
- ✓ Participate in department, school, district and parent meetings.
- ✓ Communicate necessary information regularly to students, parents and colleagues regarding student progress and student needs.
- ✓ Plan, coordinate and supervise the work of support staff, parents, and volunteers in the classroom and on field trips.
- ✓ Perform other duties as assigned.

**Physical requirements of the job** – While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk, hear, read, operate a computer or other learning devices, reach with hands or arms, and may occasionally push or lift up to 50 lbs such as boxes of books and AV carts. The job requires the employee to be directly responsible for safety and well-being of other people.

**APPLICATION PROCEDURE:**

Internal Candidates            Send a letter of application with qualifications for the position to the Superintendent.

External Candidates            MAIL a letter of application/resume, credentials, complete a district application, AND provide at least three (3) names of professional references with telephone numbers to:

Human Resources  
River Valley School District  
15480 Three Oaks Road  
Three Oaks, MI 49128

For additional info, contact – Heidi Clark, Elementary Principal at (269) 756-9050

**Date of Posting:** March 9, 2018

**Deadline Date:** April 16, 2018 or until filled

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