



## **JOB DESCRIPTION**

**Teacher (PreK–8) – Public Charter School, Texas**

### **Primary Purpose**

To provide students with appropriate learning activities and experiences designed to help them fulfill their academic potential and develop skills, attitudes, and competencies necessary to become productive and responsible citizens.

For teachers assigned to PreK through Grade 2, Bilingual Certification is required to support dual language and emergent bilingual learners.

### **Qualifications**

#### **Education/Certification**

- Bachelor's degree from an accredited college or university
- Valid Texas Teaching Certification appropriate for grade level and subject assignment
- **Bilingual Certification required for PreK–Grade 2 teachers**
- ESL Certification preferred for Grades 3–8 or as required by assignment
- Compliance with all State Board for Educator Certification (SBEC) requirements

#### **Experience**

- Prior classroom teaching experience preferred
- Experience working with diverse student populations preferred

#### **Reports To**

Principal or Designee

#### **Employment Status**

Exempt

## Work Calendar

187 Days

## Performance Responsibilities

- Provide instruction and support to a diverse student population, including students participating in bilingual, ESL, special education, at-risk, and other state/federal programs.
- Develop and implement lesson plans aligned with the Texas Essential Knowledge and Skills (TEKS), Texas Education Agency (TEA) guidelines, district curriculum, and charter school expectations.
- Create a positive, engaging, safe, and student-centered learning environment that supports academic growth and social-emotional development.
- Utilize instructional strategies, differentiated instruction, accommodations, and modifications to meet individual student needs.
- Assess student learning regularly through formal and informal methods; maintain accurate records of attendance, grades, assessments, and progress monitoring.
- Administer local and state assessments in accordance with district and TEA requirements.
- Implement instructional accommodations and linguistic supports as determined through ARD, LPAC, Section 504, RTI, and other applicable committees.
- Maintain effective classroom management procedures aligned with campus and district expectations.
- Communicate regularly and professionally with students, parents, staff, and administrators regarding student progress and school-related matters.
- Participate in professional development, faculty meetings, PLCs, parent conferences, ARD/LPAC meetings, and other required campus activities.
- Supervise students during assigned duties, extracurricular activities, transitions, and other school functions.
- Maintain confidentiality regarding student records and school operations.
- Maintain an annual attendance rate of at least 95%, excluding approved leave and emergencies.

- Support the mission, vision, and goals of the charter school.
- Perform additional duties as assigned by the Principal or designee.

### **Working Conditions**

#### **Environment**

- Work is performed in a classroom and school environment with moderate noise levels.
- Campuses are climate-controlled with hard surface flooring.

#### **Physical Demands**

- Frequent standing, walking, sitting, bending, stooping, kneeling, and reaching
- Ability to lift, carry, push, or pull up to 10 pounds
- Occasional stair climbing and prolonged supervision duties

Reasonable accommodations may be made in accordance with the Americans with Disabilities Act (ADA).

#### **Evaluation**

Performance will be evaluated in accordance with the charter school's evaluation system and applicable state guidelines.