



Elementary School Teacher Job Description

Job Purpose: The Elementary School Teacher facilitates student success and growth in academic and interpersonal skills by implementing district-approved curriculum aligned with state standards. The teacher creates a safe, engaging, and flexible learning environment; differentiates instruction to meet individual student needs; documents student progress; and communicates effectively with students, parents, and administrators to support academic achievement and positive citizenship.

Knowledge, Skills, and Abilities

Knowledge of:

- Current elementary instructional strategies, educational pedagogy, and child development
- District curriculum, state academic standards, and core subject content
- Assessment methods, data analysis, and action planning
- Classroom management and behavior intervention strategies
- Differentiated instruction and accommodations for diverse learners
- Applicable federal and state laws regarding education and students
- Technology systems, computer networks, and instructional software applications

Skills in:

- Lesson planning and effective instructional delivery
- Using assessment data to guide instruction
- Classroom organization and time management
- Clear verbal and written communication
- Conflict resolution and problem-solving
- Coordinating tasks and managing instructional materials

Ability to:

- Establish and maintain a structured, positive learning environment
- Adapt instruction to individual learning styles and needs
- Maintain accurate records and documentation
- Supervise students to ensure safety
- Build cooperative working relationships with students, parents, and staff
- Maintain confidentiality
- Engage in self-evaluation and professional growth

Minimum Qualifications

- Bachelor's degree from an accredited college or university in Elementary Education or related field applicable to the teaching assignment
- Valid Mississippi Educator Licensure with appropriate endorsement (e.g., 120, 152, 117)
- Demonstrated competency in core academic subjects
- Successful completion of background check and required employment screenings
- Successful prior teaching experience at the appropriate elementary grade level (**Preferred**)

Duties and Responsibilities

Instructional Responsibilities

- Develop and implement lesson plans aligned with district curriculum and state standards.
- Deliver instruction in core academic subjects and other required content areas.
- Conduct ongoing assessments and use data to modify instruction and support student achievement.
- Provide differentiated instruction, including accommodations and modifications as required by IEPs, 504 plans, and other support plans.
- Administer standardized assessments in accordance with district testing programs.
- Select, requisition, and maintain instructional materials, supplies, and equipment.

Classroom Environment

- Create and maintain a safe, orderly, and inclusive classroom environment conducive to learning.
- Establish and enforce classroom rules and behavior standards consistent with district policies.
- Promote responsible citizenship and positive character development.
- Supervise students during instructional time, transitions, extracurricular activities, and transportation-related activities as assigned.

Student Support and Compliance

- Maintain accurate records of attendance, grades, assessments, and student progress in accordance with district procedures and applicable laws.
- Provide instructional and behavioral supports in alignment with district policies and student support plans.

Communication and Collaboration

- Communicate regularly with parents/guardians regarding student progress and encourage parental involvement.
- Collaborate with grade-level teams and other staff to evaluate curriculum and improve instructional practices.
- Participate in faculty meetings, committees, professional development activities, and required trainings.

Professional Expectations

- Demonstrate professionalism, ethical conduct, prompt and regular attendance, and respect toward students and colleagues.
- Remain informed of developments within the school district and community that impact the educational program.
- Travel to district buildings and professional meetings as required.
- Perform other job-related duties as assigned by the immediate supervisor.
- Adhere to the Mississippi Educator Code of Ethics and supports the George County School District Core Beliefs and Mission.

Terms of Employment:

Contract / 187 Days

FLSA Status: Exempt

DISCLAIMER: The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

Employee's Printed Name

Employee's Signature & Date

Supervisor's Signature & Date