

**FALLBROOK UNION HIGH SCHOOL DISTRICT**  
**CERTIFICATED TEACHER**  
**Position Description**

*Please note that specific programs and subject areas will require varied duties, responsibilities, qualifications, physical abilities, and other certifications than those listed. This description is offered strictly as a generic guideline to the basic duties of a classroom teacher.*

**PRIMARY FUNCTION:** Teaches one or more classes of designated subject to students in grades 9-12 and assists in other school programs as assigned.

**MAJOR DUTIES & RESPONSIBILITIES:** Teaches content and skills in designated subject to secondary students, utilizing the course of study adopted by the Board of Education. Instruct students in citizenship, basic communication skills, and other general elements of the course of study common to all teachers, as specified in state law and administrative regulations and procedures of the school district. Adapts designated subject material and methods to develop relevant sequential assignments that guide and challenge students. Develops lesson plans and supplementary materials compatible with the basic instructional philosophy. Encourages students to think independently and to express original ideas. Provides individual and small group instruction where necessary in order to adapt the curriculum to the needs of each student. Evaluates each student's progress in designated subject and prepares progress reports. Establishes and maintains standards of student behavior needed to provide an organized, productive classroom environment. Maintains professional competence through participation in in-service educational activities provided by the district and/or self-selected professional growth activities. Performs basic attendance, accounting, business services, and requisitions as required. Strives toward the accomplishment of District adopted goals and objectives.

**OTHER DUTIES & RESPONSIBILITIES:** Identifies student needs, and cooperates with other professional staff members in assessing and helping students solve health, attitude, and learning problems. Communicates with parents and school counselors on the individual student's progress. Participates in curriculum and other developmental programs within the school of assignment and/or on a district level. Shares in the sponsorship of student activities and participates in faculty committees on a voluntary basis.

**SUPERVISION EXERCISED OR RECEIVED:** Supervises, plans, and coordinates the work of aides, classified personnel, assistants, and other paraprofessionals. Receives supervision pursuant to the evaluation proceedings.

**MINIMUM QUALIFICATIONS:**

Credential: Single Subject in area of specialization.

Education: Bachelor's degree with major or minor in designated subject, including all courses needed to meet credential requirements. Must pass the California Basic Educational Skills Test (CBEST).

Experience: Completion of teacher's preparation program and student teaching.

Personal Qualifications: Ability to meet state standards of physical and mental health.

**PHYSICAL ABILITIES:** Visual ability to read handwritten or typed documents, and the display screen of various office equipment and machines. Able to conduct verbal conversation. Able to hear normal range verbal conversation (approximately 60 decibels). Able to sit, stand, stoop, kneel, bend and walk. Able to sit for sustained periods of time. Able to climb slopes, stairs, steps, ramps and ladders. Able to *lift* up to 30 pounds frequently, and 30 pounds occasionally. Able to *carry* up to 30 pounds frequently, and 30 pounds occasionally. Able to push and pull objects weighing up to 30 pounds. Able to exhibit full range of motion for shoulder external rotation and internal rotation. Able to exhibit full range of motion for shoulder abduction and adduction. Able to exhibit full range of motion for elbow flexion and extension. Able to exhibit full range of motion for shoulder extension and flexion. Able to exhibit full range of motion for back lateral flexion. Able to exhibit full range of motion for hip flexion and extension. Able to exhibit full range of motion for knee flexion. Able to demonstrate manual dexterity necessary to operate a computer and other

classroom equipment in a safe and efficient manner. (Note: will vary based on particular duties of position, example Physical Education, Home Economics, Shop classes, etc.)