

ELIZABETHTON CITY SCHOOLS
POSITION ANNOUNCEMENT
August 24, 2010

Title: Teacher of Spanish
Location: Elizabethton High School for the 2010-2011 school year
Qualifications: Valid Tennessee teacher's license with appropriate endorsement in either 495, 409 or 009; preferably 3.0 or higher GPA; strong written, verbal, presentation, and interpersonal skills; meet health and physical requirements. The applicant must be willing to be fingerprinted if not already on file. Preferably have experience in coaching or other extracurricular activities. Possess skills in learning styles, assertive discipline, and developmentally appropriate teaching techniques.

ESSENTIAL FUNCTIONS:

1. Prepare written lesson plans one week prior to implementation and submit them to the principal.
2. Lecture, demonstrate, and use audiovisual teaching aids to present subject matter in class.
3. Follow state and local course of study; follow rules and regulations of the state and policies of the local board, and to follow school rules and policies as established by the principal
4. Assign lessons and correct papers; keep parents duly informed of child's progress and hold conferences when necessary.
5. Keep attendance and grade records as required by the school board.
6. Prepare, administer, and correct tests and record results.
7. Maintain order in classroom and on playground.
8. Give full, willing, and helpful cooperation in carrying out all reasonable instructions or extra assignments, which are given by the principal before, after, and during the school day.
9. Report to the principal when one knows or reasonably suspects that a child's health or welfare has been or appears to have been harmed as a result of abuse or neglect.
10. Represents the school and community in a positive manner, maintain cordial relationships with the home, parents, etc.
11. Performs other work-related duties as assigned.

Physical Demands: This job may require lifting of objects that exceed 25 lbs. with frequent lifting and/or carrying of objects weighing up to 10 lbs. Other physical demands that may be required are as follows: pushing and/or pulling; climbing; stooping and/or kneeling; reaching; talking; hearing; seeing.

Working Conditions: Normal working environment.

General Requirements: The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be a complete list of responsibilities, duties, and skills required of personnel so assigned.

Submit applications to: Elizabethton Board of Education
804 South Watauga Avenue
Elizabethton, Tennessee 37643-4207 (423) 547-8000
Application Deadline: September 3, 2010, 8:00 a.m., or until position is filled
Contact Person: Danny O'Quinn, Principal (423) 547-8131

Must have a current and completed application on file before phone inquiry.