

## SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

8/81 <small>Effective Date</small>	<u>TEACHER, SOCIAL STUDIES, SECONDARY</u> <small>Job Title</small>	1.4.2.1A <small>Index</small>
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1. Primary Function: Instructs classes in social studies so that students understand and apply knowledge and reasoning skills to the examination of social issues.
  
2. Responsible to: Building Principal or Designee.
  
3. Assigned Responsibilities:
  - 3.01 Uses a variety of teaching strategies appropriate to the teaching of facts, concepts, and generalizations.
  - 3.02 Designs or selects and uses planned sequences of instruction to develop student understanding of factual background material, social studies, concepts, and generalizations, as well as critical reasoning and discussion skills.
  - 3.03 Establishes and maintains an orderly and supportive classroom where students show respect for one another and the teacher and are free to develop a questioning attitude.
  - 3.04 Conducts classroom discussions which proceed with direction and encourages students to examine and draw conclusions and make value judgments based on scientific methods of inquiry.
  - 3.05 Uses various questioning techniques which lead students to higher levels of thinking, including analyzing, synthesizing, hypothesizing, and the testing of hypotheses and value judgments.
  - 3.06 Maintains an atmosphere of intellectual integrity by encouraging the consideration of differing points of view in treating various topics and issues.
  - 3.07 Develops an understanding of the contribution of ethnic groups to American culture.
  - 3.08 Maximizes time when students are paying attention and working on tasks directly related to the subject matter.
  - 3.09 Makes sure students understand what they are supposed to do before undertaking assignments.
  - 3.10 Assesses, keeps track of, and provides feedback promptly and often to students on their progress and assignments.
  - 3.11 Identifies, diagnoses, and prescribes remediation for problems in understanding and applying concepts and generalizations.
  - 3.12 Matches activities and materials to individual and group skills and needs.
  - 3.13 Ensures that instructional activities and materials are clearly related to district, school, and department goals and objectives.
  - 3.14 Uses a grading system that is consistent, fair, and supportable.
  - 3.15 Provides instruction, utilizing the course of study and textbooks adopted by the District Board of Education.
  - 3.16 Ensures that material and equipment are properly used, maintained and stored, and that inventory records, when requested, are accurate and current.
  - 3.17 Supervises students in out-of-classroom activities as assigned.
  - 3.18 Participates cooperatively on school, area, and district-wide activities.
  - 3.19 Follows specified standards, policies, and procedures of the building and district.

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Additional Responsibilities:

- 3.20
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- 3.22

4. Minimum Qualifications:

- 4.01 Oregon Teaching Certificate valid for assignment.
- 4.02 College course work in American history, government, geography, economics, and specialization in at least one social science or world history.

Additional Qualifications:

- 4.03
- 4.04
- 4.05

5. Minimum Term of Employment: Teacher Contract.

6. Salary Level: Placement on Teacher Salary Schedule.

7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the School Board's policy on Evaluation of Professional Personnel.

Approved by: \_\_\_\_\_  
(supervisor)

Date \_\_\_\_\_

Received by: \_\_\_\_\_  
(staff member)

Date \_\_\_\_\_