

Cabell County Schools Job Description

Title Of Vacancy:	Middle School Teacher (Grades 6-8)
Location:	As per job posting
Position Type:	Teacher
Employment Term:	200 days
Application Portal:	https://jobs.cabe.k12.wv.us/
Salary:	As per Cabell County pay schedule
Supervisor:	Principal/Assistant Principal
Job Summary:	The middle school teacher is assigned to deliver a comprehensive educational program in accordance with federal/state law, West Virginia Board of Education, and county policies/regulations.
Qualification:	Holds or qualifies for a West Virginia Professional Teaching Certificate endorsed for the subject and grade level indicated in this posting as applicable to this assignment.
Duties and Responsibilities:	1. Implement the programs of study approved by the West Virginia Board of Education and the county Board of Education. 2. Actively use a Multi-Tiered System of Supports (WVTSS) to deliver instruction. 3. Maintain professional work habits to promote a collaborative, supportive learning climate. 4. Utilize standards-driven instruction using approved curricula. 5. Teach students to the mastery of the West Virginia College-Career-Readiness Standards specific to the grades and subject being taught. 6. Create and maintain a positive classroom climate conducive to learning for all students. 7. Utilize instructional management system models that increase student learning. 8. Demonstrate a deep and extensive knowledge of the subject matter being taught. 9. Communicate effectively with the educational community and parents/guardians on a regular basis (learning platforms, email, and phone). 10. Demonstrate the ability to make instructional decisions based on student, school, and classroom data.

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11. Demonstrate competence in the knowledge and implementation of technology.
12. Demonstrate competence in standards-based lesson design and implementation.
13. Meet Federal, State, County and School policies (State Assessment, IEP, 504, SAT plans, technology usage, attendance, grading, record keeping, supervision of students, etc.)
14. Proctor and implement state and county assessments approved by the WVDE and Cabell County Schools.
15. Complete and submit all reports in a timely manner as required by law, the West Virginia Department of Education, and/or the county Board of Education.
16. Report the presence of any situation that may be harmful to the health and safety of the students and/or staff.
17. Identify and refer students for screening and evaluation who have learning deficiencies.
18. Advise the principal of the presence of any situation that may require immediate intervention so as not to hinder the instructional program.
19. Any teacher accepting this position is mandated to report suspected abuse and neglect.
20. Complete duty assignments as designated by the principal.
21. Communicate to parents/guardians about the progress and/or deficiencies of students.
22. Accept responsibility for the behavior of the students assigned and implement behavior programs as designed by the school.
23. Supervise students at all times in accordance with state, county, and school policies.
24. Attend all faculty senate and other required meetings/PD.
25. Fulfill annual continuing education requirements and attend other required training programs.
26. Report student attendance as legally required and in accordance with county policy.
27. Maintain and order supplies and equipment necessary for the successful operation of the instructional program.
28. Accept reasonable extra duty assignments necessary for a successful school program.
29. Work collaboratively with other educators to implement and utilize common formative assessments.
30. Actively participate in PLCs, collaborative teams, and grade level meetings.
31. Utilize county approved online learning platforms to post grades, take attendance, enter discipline, and post assignments daily.

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32. Establish and maintain standards of classroom management that foster a learning environment.
33. Provide individual and group instruction designed to meet individual needs and motivate students.
34. Maintain professional work habits and responsibilities.
35. Maintain and upgrade professional skills.
36. Meet all professional responsibilities.
37. In the event of a directive issued by the Cabell County Superintendent of Schools, instruction may be modified (ex: remote/distance learning). Modification of instruction may include, but not limited to:
 - a. Conducting school-based, in-person instruction.
 - b. Conducting instruction virtually.
 - c. Ability to use virtual formats, using Teams, or other approved online platforms
 - d. Ability to support instruction for students who may participate virtually, remotely, or in person
 - e. Ability to provide support to families, virtually or by phone
 - f. Use of documentation logs for communication as evidence of instruction.
38. Perform other duties and responsibilities as assigned by the principal/assistant principal.

Additional Information: