

PINELLAS COUNTY SCHOOL BOARD
FLORIDA

PCSB: 2310
Instructional

FLSA: Exempt

TEACHER
International Baccalaureate

MAJOR FUNCTION:

Guides and directs the learning experiences of students in the International Baccalaureate (IB) Program within a secondary school.

DUTIES AND RESPONSIBILITIES:

- Teaches students in-depth research skills and concepts.
- Identifies long-range goals and specific objectives and plans a rigorous academic program for individualized and group instruction.
- Prepares, administers, and corrects assessments and records results; evaluates student achievements.
- Plans lessons so that student become involved in learning and decision-making related to curriculum choices.
- Participates in academic coaching; holds conferences with pupils, parents, principal, and/or supportive personnel regarding the pupils' academic and social development.
- Keeps attendance, grade records, and book inventories, as required by School Board policy.
- Participates with colleagues in planning and teaching interdisciplinary elements of the program.
- Contributes to the continuing development of the program's curriculum in an interdisciplinary manner and under the guidelines of admission criteria for the International Baccalaureate program in the junior year.
- Participates in the development of the program's guidelines with administrators, counselors, and other staff.
- Attends classes, seminars, etc., to provide for professional growth that keeps abreast of the latest instructional methods and techniques.
- Works beyond the contract day for planning and program development.
- Serves as an academic coach.
- Individualizes curriculum and adapt teaching methodology to meet the student's needs.
- Uses innovative scheduling, testing and grading procedures.
- Serves as a team member with the IB staff and the host school staff.
- Performs other related duties as required.

MINIMUM QUALIFICATIONS:

Bachelor's degree from a fully accredited college or university. Possession of a valid regular Florida Teaching Certificate for the level and subject level to be taught.

PREFERRED:

Master's degree. Three (3) years teaching experience.

ISSUED: DLH 2/94; FORMAT REVISED: 10/04 LMCK; REVISED WC: 3/07/06 LMCK.

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.

Teacher (International Baccalaureate)

<u>WORKING CONDITIONS & PHYSICAL EFFORT:</u>	Seldom Or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds				X	
2. Lift objects weighing 21 to 50 pounds	X				
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds				X	
6. Carry objects weighing 21 to 50 pounds	X				
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time				X	
10. Standing up to two hours at a time				X	
11. Standing for more than two hours at a time	X				
12. Stooping and bending		X			
13. Ability to reach and grasp objects					X
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors				X	
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects		X			
19. Proofreading and checking documents for accuracy					X
20. Using a keyboard to enter and transform words or data					X
21. Using a video display terminal					X
22. Working in a normal office environment with few physical discomforts					X
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions	X				
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions	X				
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls	X				
26. Operating automobile, vehicle, or van	X				
27. Other physical, mental or visual ability required by the job	X				

Teacher (International Baccalaureate) - INS