

ONEONTA CITY SCHOOLS
Office of the Superintendent
28370 State Highway 75, Oneonta, AL 35121
205-543-1515

JOB POSTINGS for 2024-2025 School Year
Posted: April 9, 2024

Title:

Application Closing Date:

**Elementary School Teacher(s) -
Oneonta Elementary School**

Until filled

Applications are accepted through ALSDE Teach In Alabama website or can be mailed to Oneonta City Schools, Attn: Central Office, 28370 State Highway 75, Oneonta, AL 35121.

Current employees of this system should indicate in writing they wish to be considered for this position and application should be updated.

To be considered, complete applications should include a copy of the certification and college transcript.

It is the official policy of the Oneonta City Board of Education not to discriminate on the basis of race, color, disability, sex, religion, creed, national origin or age, be excluded or be denied of or be subjected to discrimination under any program, activity, or employment.

Inquiries or complaints regarding compliance with Federal Regulations may be directed to Federal Programs, Title IX, Section 504, and Title VI Coordinator, Oneonta City Board of Education, 28370 State Hwy 75, Oneonta, AL 35121, (205)543-1515. Employees should utilize the grievance procedure outlined in the Board Policy, November 2002, Section 601.1.

**ONEONTA CITY SCHOOLS
JOB DESCRIPTION / POSITION POSTING**

POSITION TITLE: Elementary School Teacher(s)

QUALIFICATIONS: Hold a valid Alabama Teacher's Certificate as related to the position. Ability to meet the suitability criteria for employment and/or certification/licensure under the Alabama Child Protection Act of 1999 and Act No. 2002-457.

REPORTS TO: School Principal

JOB GOAL: To help students learn subject matter and skills that will contribute to their development as mature, able, and responsible members of society.

SUPERVISES: Students and assigned personnel.

ESSENTIAL FUNCTIONS:

1. Attend school during assigned hours.
2. Adhere to school system rules, administration procedures, local board policy, and state and federal rules and regulations.
3. Attend faculty and other assigned meetings.
4. Know teaching subject area and be properly certified for it.
5. Organize and communicate subject matter.
6. Follow courses of study prescribed by the State Board.
7. Participate in the State Board and system required in-service and professional development.
8. Develop, correlate and supervise the use of instructional materials.
9. Organize and manage a classroom conducive to successful learning experiences.
10. Evaluate student performance.
11. Provide individualized instruction as required.
12. Record and maintain necessary records and reports.
13. Provide supervision and discipline.
14. Work constructively with parents, student and other teachers.
15. Maintains confidentiality regarding school/workplace matters in accordance with state and federal law.

PERFORMANCE RESPONSIBILITIES: Responsibilities include any duties assigned by administration or their representative, but will likely include the following:

1. Supervise the distribution, use, care and inventory of textbooks and other school provided devices.
2. Determine student needs and objectives.
3. Implement activities using a variety of techniques that utilize instructional time to meet objectives.
4. Exhibit positive human relations skills.
5. Evaluate the education program and/or student progress.
6. Demonstrate proficiency in written and oral communication.
7. Maintain and submit records and reports.
8. Engage in personal professional growth and demonstrate professional ethics and leadership.
9. Demonstrate competency in the use of computers and available technology.
10. Contribute to the overall development of an effective school program.
11. Perform reasonable duties necessary for the safe and effective operation of the school.
12. Perform other duties as might be reasonably assigned by the Principal or Superintendent or by direction of the Board

TERMS OF EMPLOYMENT: 187 days.

SALARY: Salary listed on the OCS Salary Schedule.

EVALUATION: Oneonta Board of Education Personnel Evaluation Plan