



NASHOBA

Regional School District

Position: Long Term Substitute Grade 5 Teacher
January 4, 2010 – February 12, 2010

Department/Location: Mary Rowlandson Elementary School

Pay: \$225.70 per diem

Organizational Scope:

Reporting directly to the Building Principal with indirect report to the Superintendent as the appointing authority and to the Assistant Superintendent of Schools.

Position Responsibilities:

- Covering a temporary absence, teaches reading, language arts, social studies, mathematics, science, art, health, physical education and music to pupils in a classroom, using the course of study adopted by the MA DOE and other appropriate learning activities.
- Instructs pupils in citizenship and basic subject matter specified in state law and administrative regulations and procedures of the school district.
- Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.
- Translates lesson plans into learning experiences so as to best utilize the available time for instruction.
- Establishes and maintains standards of pupil behavior needed to achieve a supportive learning environment in the classroom.
- Evaluates pupils' academic and social growth, keeps appropriate records, and prepares progress reports.
- Communicates with parents through conferences and other means to discuss pupil's progress and interpret the school program.
- Identifies pupil needs and cooperates with other professional staff members in assessing and helping pupils solve health, attitude, and learning problems.
- Creates an effective environment for learning through functional and engaging displays, bulletin boards, and interest centers.
- Supervises pupils in out-of-classroom activities as assigned during the working day.
- Administers group standardized tests in accordance with district testing program.
- Other duties as assigned.

Job Qualifications & Physical Demands:

Preferred highly qualified by DOE licensure standards (elementary certified). Must have excellent communication and interpersonal skills and possess a high level of capability with technology. Must be able to assist in the protection of students and school property, assist the principal in fire and other emergency drills as required by law and School Committee policy

To Apply: Send letter of interest, resume, transcripts, copies of certification (if applicable) and 3 letters of recommendation to: Michael L. Wood, Superintendent, Nashoba Regional School District, 50 Mechanic St., Bolton, MA 01740