

SUGAR-SALEM SCHOOL DISTRICT NO. 322

Announcement of Vacancy

Sugar-Salem School District has the following vacancy for the
2024-2025 School Year:

Business Teacher

QUALIFICATIONS

1. Bachelor's Degree in business or a related field
2. Must possess or be eligible for a secondary teaching certificate in the state of Idaho
3. Strong background in teaching methods, developmentally appropriate classroom activities, and effective classroom management
4. Demonstrated knowledge of subject matter and effective teaching methods
5. Strong background in curriculum and the Idaho Core Standards
6. Strong background in the integration of technology with instruction
7. Ability to maintain a positive learning environment
8. Work well with students, staff, and the public
9. Excellent organizational skills
10. Excellent interpersonal and communication skills
11. Able to work under deadlines
12. Maintain confidentiality of staff and students

PRIMARY RESPONSIBILITY TO
Building Principal

JOB SUMMARY

Plan, prepare implement, monitor and evaluate a quality competency-based Business program leading to the development of students skills sufficient to qualify for entry-level employment and/or post-secondary education. Provide students with appropriate learning activities and experiences designed to fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop competencies and skills to function successfully by preparing and presenting the subject matter.

MAJOR DUTIES AND RESPONSIBILITIES

Instruction

1. Prepare for assigned classes
2. Design lessons with an appropriate level of difficulty that provide content in a logical and sequential manner
3. Employ a variety of instructional techniques and media, consistent with the physical limitations of the classroom and the needs and capabilities of the individuals or student groups involved
4. Meet and instruct assigned classes in the locations and at the times designated
5. Identify pupil needs and provide instruction appropriate to those needs
6. Follow modifications and accommodations as specified in Individual Education Plans (IEPs)
7. Implement the Idaho Core Standards, as well as the district's philosophy of education and instructional goals and objectives, in lesson plans, classroom instruction, unit planning, and assessments
8. Devise written and oral assignments and tests that require analytical and critical thinking as well as the reproduction of facts, and use them to evaluate student progress on a regular basis
9. Prepare students academically for district, state, and federal testing
10. Display command of the subject matter
11. Budget class time effectively

Other Duties to Students

1. Encourage students to strive to meet their highest potential
2. Establish and communicate classroom rules and encourage students to set and maintain standards of classroom behavior
3. Make provision for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms

4. Work to establish and maintain open lines of communication with students and their parents concerning both the academic and behavioral progress of all assigned students
5. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities

Professional Contacts and Activities

1. Attend and participate in faculty meetings
2. Attend IEP meetings and collaborate with special education teachers as needed
3. Keep immediate supervisor informed of activities and any issues that may arise
4. Cooperate with other members of the staff in planning instructional goals, curriculum, objectives, and methods
5. Provide needed and requested information on a timely basis

Other

1. Assist in upholding and enforcing school rules
2. Maintain accurate and complete records as required by federal and state law, administrative rules, and Board policy
3. Assume responsibility for his or her continuing professional growth and development by attendance at professional meetings, membership in professional organizations, enrollment in advanced courses, and by reading professional journals and other publications
4. Adhere to The Code of Ethics of the Idaho Teaching Profession adopted by the Professional Standards Commission and the State Board of Education
5. Seek assistance should emergencies arise
6. Represent the school district in a positive manner
7. Know and follow school district policy and chain of command
8. Perform other duties as assigned

EVALUATION

Performance of this position will be evaluated annually by the building principal in conformance with district policy and IDAPA 08.02.02.120.

TERMS OF EMPLOYMENT

By contract as determined by the Board of Trustees in accordance with federal and state law, administrative rules, and Board policy.

NOTE

All certificated and non-certificated employees and other individuals are required to undergo a criminal history check and submit to fingerprinting. Any applicant convicted of any of the felony crimes enumerated in Section 33-1208, Idaho Code may not be hired, and any applicant convicted of any felony offense listed in Section 33-1208(2), Idaho Code shall not be hired.

Legal Reference:	I.C. § 33-512	Governance of Schools
	I.C. § 33-513	Professional Personnel
	I.C. § 33-515	Issuance of Renewable Contracts
	I.C. § 33-1201	Certificate Required
	I.C. § 33-1210	Information on Past Job Performance
	IDAPA 08.02.02.022	Endorsements A-D
	IDAPA 08.02.02.023	Endorsements E-L
	IDAPA 08.02.02.0234	Endorsements M-Z
	IDAPA 08.02.02.120	Local District Evaluation Policy—Teacher and Pupil Personnel Certificate Holders

Work Schedule: Monday-Friday

Anticipated Start Date: August 2024

Pay Rate: General information is available to applicants upon request

Posting Date: 05/06/24

Closing Date: Open Until Filled

Special Instructions

Applications may be downloaded from www.sugarsalem.org. Please attach your resume, cover letter, and optional letters of reference at the time your application is finalized and submitted to jrobbins@sugarsalem.com. Attachments can be either a MS Word document or a .pdf file (recommended). Applications are also available at the District Office located at 105 West Center, Sugar City, ID 83448

Contact Info

Human Resources
jrobbins@sugarsalem.com
 (208) 356-8802