

**Job Title:** Teacher – In-School Suspension

**FLSA Exemption Status:** Exempt (if certified) – Non-Exempt (classified)

**Term:** 200 days (if certified) – 180 days (classified)

**Minimum Qualifications:**

1. Valid Tennessee teacher’s license;
2. Experience with working with at-risk students; and
3. Meets health and physical requirements.

**Job Objectives/Goals:**

To maximize educational opportunities for students who have been temporarily suspended from their normal school setting.

**Responsibilities and Essential Functions:**

1. Monitor students and assigned work of students until ready to return to normal school setting;
2. Supervise activities to stimulate student’s interests in and broaden understanding of their physical and social environment;
3. Foster cooperative social behavior through games and group projects to assist students in forming positive relationships with other students and adults;
4. Encourage students to maintain standards of classroom behavior;
5. Observe students to detect signs of ill health or emotional disturbance;
6. Discuss students’ problems and progress with parents, appropriate teachers, and administrators;
7. Develop and maintain a classroom environment conducive to learning;
8. Assist in upholding board policies, school rules, and administrative regulations;
9. Maintain accurate attendance records;
10. Represent the school and community in a positive manner;
11. Report to the principal when he/she becomes aware of or reasonably suspects that a child’s health or welfare has been, or appears to have been, harmed as a result of abuse or neglect; and
12. Perform other work-related duties as assigned.

**Skills and Abilities Required:**

Specific capacities and abilities may be required of an individual in order to learn or perform adequately a task or job duty.

1. Intelligence: The ability to understand instructions and underlying principles. Ability to reason and make judgments.
2. Verbal: Ability to understand meanings of words and the ideas associated with them.
3. Numerical: Ability to perform arithmetic operations quickly and accurately.
4. Manual Dexterity: Ability to move the hands and fingers easily.

**Physical Demands:**

This job may require lifting of objects that exceed 25 pounds, with frequent lifting and/or carrying of objects weighing up to 15 pounds. Other physical demands that may be required are as follows:

1. Pushing and/or pulling

2. Climbing
3. Stopping and/or kneeling
4. Reaching
5. Talking
6. Hearing
7. Seeing

**Reports To:** Building Principal

**Disclaimer:** The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees in this job.

