



TEACHER

SCOPE OF WORK:

Work includes activities associated with the instruction of students in the areas of elementary, secondary, vocational, or special education at an accredited educational institution. With the exception of courses taught, activity assignments, and type of delivery methods (print, online, ITV), the core duties, as listed below, and responsibilities are generally similar among positions.

DUTIES PERFORMED AT ALL LEVELS:

- Provide individual or group instruction in one or more academic or vocational areas.
- Administer and score exams; maintain scholastic and development records and prepare reports.
- Counsel students.
- Execute lesson plans; apply methods, techniques and procedures appropriate for application of programmed print and standardized online curriculum.
- Schedule and conduct teacher-parent meetings regarding student performance.
- Plan and oversee supplementary instructional activity.
- Train and collaborate with other teachers, student teachers, and teacher aides.
- Coordinate curriculum, schedules, and individual assignments with other agency routines.

NOTE: The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

TEACHER I
Grade K

1081

LEVEL DEFINITION:

The levels in this series are distinguished only by the Minimum Qualifications statements – not by the level of duties and responsibilities as is consistent with other classifications. Individuals will progress to the Teacher II level after educational credentials as stated in the Minimum Qualifications are achieved. This is similar to progression practices of the Teacher occupation.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- None.

MINIMUM QUALIFICATIONS:

Requires a bachelor's degree and possession of a valid North Dakota Educator's Professional License.

TEACHER II
Grade L

1082

LEVEL DEFINITION:

See Teacher I.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- None.

MINIMUM QUALIFICATIONS:

Requires a master's degree and possession of a valid North Dakota Educator's Professional License.

Eff. Date: 7/75

Rev. 7/78 - Restructured series.

Rev. 7/86 - Restructured series.

Rev. 5/94 - Pay grade review request as result of AG's opinion on classification, determined to be pay grade exception.

Rev. 8/11 - Deleted levels III-VI, revised scope and duties, reviewed pay grade, removed pay grade exception

Rev: 7/12 - Conversion to Hay System