

Teacher – Librarian, Elementary

Position Details

Division: Human Resources

Classification: Certified

Terms of Employment: This is a salaried position assigned to the Licensed Employee

Salary Schedule, 9 Months

FLSA STATUS: EXEMPT

Position Summary

The teacher will create long-range and daily lesson plans to implement high quality, standards-based instruction for all students aligned to the Nevada Academic Content Standards (NVACS) and the Nevada Educator Performance Framework (NEPF). The teacher will create and maintain a culturally responsive educational atmosphere that encourages rigorous student learning and supports school and Clark County School District programs and goals. This person will be expected to adhere to the District *Professional Domains and Standards for Licensed Employees* and will report directly to the school site administrator.

Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Implements District curriculum, aligned with the NVACS through scheduled library sessions.
2. Leads the integration of 21st Century technology tools and strategies into the instructional program.
3. Develops and implements daily and long-range lesson plans using research-based strategies to meet the needs of all students, including but not limited to, students who have been identified as at-risk and above grade level, students with individualized educational programs (IEP), and English language learners (ELL).

4. Aligns lesson planning, instruction, reflection, and assessment practices to the NEPF.
 5. Uses a variety of assessment practices to analyze student data and progress with a balanced assessment system to provide effective and targeted instruction and interventions to maximize student learning.
 6. Provides a culturally responsive classroom management plan ensuring student safety at all times.
 7. Collaborates with teachers to integrate library, media center services and instruction with classroom instruction.
 8. Collaborates with administrators and teachers to develop library media center resources that align with the NVACS and District/school goals.
 9. Develops and maintains a current, balanced collection of print and electronic resources representative of diverse points of view.
 10. Provides access to an environment that fosters library use of print and digital resources by all students and staff.
 11. Develops and maintain a manual of library policies and procedures including a library selection policy.
 12. Ensures a relevant professional library promoting the professional learning of the faculty and staff.
 13. Collaborates effectively and professionally with administration, staff, parents/guardians, and the community.
 14. Ensures the opportunity for all students to learn in a supportive, culturally responsive environment developing attitudes, habits, and skills leading to lifelong library use and reading for information and pleasure.
 15. Integrates the use of technology into the instructional program in accordance with the Nevada K-12 Integrated Technology Standards.
 16. Participates in other job-related duties and activities related to the position, as assigned.
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Position Expectations

1. Demonstrates knowledge, skill, and ability to provide instruction and promote student achievement in an elementary library media environment.
2. Works cooperatively with students, parents/guardians, peers, administration, and community members.
3. Proficient in District library automation software and electronic resources.
4. Serves as a leader on information literacy, an instructional partner, and resource person to administrators, teachers, and students.

5. Guides the learning process toward achievement of curriculum goals, school goals, and District goals.
 6. Establishes and communicates clear objectives for all lessons, units, and projects.
 7. Employs a variety of instructional techniques and strategies aligned with instructional objectives, including research, reading, listening, speaking, writing, and technology use, in order to meet the needs of all students.
 8. Serves on school committees and participate as an active member with all faculty and staff.
 9. Maintains accurate and complete records as required by law and District policy.
 10. Facilitates student learning of independent critical thinking, information literacy skills, and digital citizenship.
 11. Leads faculty in-service sessions in the area of information literacy, electronic, and online resources.
 12. Maintains and improves professional competence by remaining current in professional practices, information technologies, and educational research for school library programs.
 13. Communicates effectively both written and orally.
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Position Requirements

Education and Training

An earned bachelor's degree from an accredited college or university.

Licenses and Certifications

1. Must possess or be able to acquire by time of appointment to the position, a teaching license issued by the Nevada Department of Education.
2. Must hold, or be able to hold, an endorsement in K-12 School Library Media Specialist.

When applying for a certificated licensed position, candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.

AA/EOE Statement

This employer does not knowingly discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or national origin.

Job Revision Information

- Revised: 07/07/21
- Created: 05/14/10