

SCHOOL DISTRICT OF INDIAN RIVER COUNTY

RESOURCE TEACHER, TITLE I

JOB DESCRIPTION

QUALIFICATIONS:

- (1) Bachelor's degree from an accredited educational institution.
- (2) Master's degree in a targeted academic area from an accredited educational institution preferred.
- (3) Training in teaching at-risk students preferred.
- (4) Expertise in reading, mathematics or other academic area.
- (5) Five (5) years successful teaching experience.
- (6) Experience teaching at-risk students preferred.
- (7) Valid Florida teacher certification in appropriate area.
- (8) Must meet the No Child Left Behind Act regulations and requirements.
- (9) Satisfactory criminal background check and drug screening.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of child growth and development and especially of characteristics of students/children in the age group assigned. Knowledge of prescribed curriculum. Knowledge of the characteristics of academically at-risk children in the age group assigned. Knowledge of local, state and federal laws, policies and procedures relating to the Title I program. Basic understanding and knowledge of current technology. Knowledge of learning styles. Ability to use varied teaching methods. Knowledge of current trends, research and best practices related to education. Knowledge of School Board policies and practices as they relate to teaching. Ability to handle problems, concerns and emotional distress with sensitivity and tact. Ability to communicate orally and in writing with students, parents, and others. Ability to plan, establish priorities and implement activities for maximum effectiveness. Ability to assess levels of student achievement effectively, analyze test results, and prescribe actions for improvement. Ability to maintain appropriate student supervision so that students have a safe and orderly environment in which to learn. Ability to work effectively with peers, administrators and others. Knowledge of Florida Educator Accomplished Practices and Teacher Competencies.

REPORTS TO:

Director of Federal Programs

JOB GOAL

To assist schools to provide an educational experience in which students move toward the fulfillment of their academic potential.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

Planning/Preparation

- *(1) Assist in program development for assigned schools.
- *(2) Assist in assessing changing curricular needs and plans for improvement.
- *(3) Develop intervention packets for teachers and parents.

RESOURCE TEACHER, TITLE I (Continued)

Administrative/Management

- * (4) Assist principals to plan, develop and implement an effective program for targeted academic area(s).
- * (5) Use time effectively.
- * (6) Assist with Title I purchases and inventory of materials.
- * (7) Manage materials and equipment effectively.
- * (8) Use effective student behavior management techniques.
- * (9) Enforce school rules, administrative regulations and Board policies.
- * (10) Establish and maintain effective and efficient record keeping procedures.
- * (11) Use technology resources effectively.

Assessment/Evaluation

- * (12) Assist in monitoring records of at-risk students at the school site.
- * (13) Develop and use assessment strategies (traditional and alternative) to assist the continuous development of students.
- * (14) Interpret data (including but not limited to standardized and other test results) for diagnosis, instructional planning and program evaluation.
- * (15) Assist in establishing appropriate testing environment and test security.
- * (16) Communicate, in understandable terms, individual student progress to the student, parents, and professional colleagues who need access to the information.
- * (17) Evaluate the effectiveness of instructional units and teaching strategies.
- * (18) Assist in gathering and analyzing data to assess effectiveness of the program.
- * (19) Report on the status of the Title I program at assigned schools.

Intervention/Direct Services

- * (20) Assist in implementing school wide reading and/or mathematics programs.
- * (21) Demonstrate knowledge and understanding of subject matter.
- * (22) Serve as a curriculum consultant to all teachers at assigned schools.
- * (23) Model effective teaching strategies.
- * (24) Assist teachers in developing effective teaching strategies.
- * (25) Communicate high learning expectations for all students.
- * (26) Apply principles of learning and effective teaching in instructional delivery.
- * (27) Demonstrate a variety of instructional strategies appropriate for teaching students from diverse backgrounds with different learning styles and special needs and which enhance the application of critical, creative and evaluative thinking capabilities.
- * (28) Coach teachers in effective techniques for preventing and remediating reading and mathematic problems.
- * (29) Assist teachers to use appropriate material, technology, and other resources to help meet learning needs of all students.
- * (30) Assist teachers to provide appropriate instructional modification for students with special needs, including exceptional education students and students who have limited English proficiency.
- * (31) Recognize overt indicators of student distress or abuse and take appropriate action based on school procedures and law.

Collaboration

- * (32) Communicate effectively, both orally and in writing, with other professionals, students, parents and community.
- * (33) Provide accurate and timely information to schools regarding Title I and No Child Left Behind requirements.

RESOURCE TEACHER, TITLE I (Continued)

- *(34) Collaborate with other professionals and parents after recognizing student distress or abuse.
- *(35) Participate on the district leadership team for Title I schools.
- *(36) Collaborate with peers and other professionals to enhance student learning.

Staff Development

- *(37) Assist in planning and conducting inservice activities.
- *(38) Provide support to beginning teachers.
- *(39) Engage in a continuing improvement of professional skills and knowledge.
- *(40) Attend state workshops and inservices on Title I issues.
- *(41) Establish and implement an individual Professional Development Plan annually in accordance with state and district requirements.

Professional Responsibilities

- *(42) Act in a professional and ethical manner and adhere at all times to The Code of Ethics and Principles of Professional Conduct of the Education Profession in Florida.
- *(43) Demonstrate attention to punctuality and regular attendance.
- *(44) Prepare all required reports in an accurate and timely manner and maintain all appropriate records.
- *(45) Maintain confidentiality of student and other professional information.
- *(46) Comply with policies, procedures and programs.
- *(47) Exercise appropriate professional judgment.
- *(48) Support school improvement initiatives.
- *(49) Ensure that student growth/performance is continuous and appropriate for age group, subject area and/or student program classification.
Perform other tasks consistent with the goals and objectives of this position.

*Essential Performance Responsibilities

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

Job Description Supplement 03

TERMS OF EMPLOYMENT:

Instructional	Pay Grade	196 days worked per year (10 months)
FLSA Exempt		

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.