



Job Description

Teacher – Gifted/PEGS

Employment Status: Full-Time

FLSA Status: Exempt

Calendar: 185 Days

Experience Required: Prior teaching experience is preferred.

Minimum Education Requirements: Bachelor's Degree in a related field.

Department: Teacher.

Direct Supervisor: Building Principal.

Primary Work Location: School setting.

Certification: Proper certificate in related field.

Job Summary: Organizing, implementing, and supporting modified instructional strategies to meet the needs of gifted students.

Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential duties:

- Design or select appropriate instructional modifications for gifted students and coordinate these activities with other teachers as appropriate.
- Continue professional growth through education meetings, visiting related facilities, reading professional literature, and exchanging ideas among the district staff.
- Work in coordination with other teachers in planning and developing the program.
- Prepare, implement, and evaluate an annual educational plan for each student based on individually assessed needs.
- Prepare lesson plans for each group of students.
- Provide appropriate schedules for exceptional students involving school personnel.
- Seek a variety of services through community resources and agencies to meet the needs of exceptional students.
- Develop and monitor the modified strategies for the students in coordination with the basic and gifted teachers.
- Provide specialized instruction to individual and small groups of gifted students when necessary to support learning the content areas.
- Develop a disciplinary plan.
- Maintain accurate student records including attendance, grades, and discipline.
- Second language instruction.
- Assist in the selection of books, equipment and other instructional materials.
- Focus on STEM with possible Project Lead the Way (PLTW) modules.
- Host showcase nights for the community.
- Serve on local innovative teams.
- Write and apply for grants to support the PEGS program.
- Build and maintain individual websites with the students.
- Perform related work as required.

Knowledge, Skills, and Abilities (KSA's) for Position

Effective Date:



Job Description

Teacher - Gifted/PEGS

An employee in this class must have the following knowledge, skills, and abilities upon application:

Knowledge

- Principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.
- Mathematical concepts including probability and statistics, fractions, percentages, and ratios.
- Human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.

Skills

- Strong written and oral communications and relational skills.
- Social Perceptiveness and being aware of others' reactions and understanding why they react as they do.
- Operate a variety of office equipment, including computer, printer, calculator, and copier.

Abilities

- Identify needs and abilities of individual students and to adapt instructional methods accordingly.
- Interpreting educational implications of evaluation results, designing interventions, and providing specially designed instruction.
- Establish and maintain effective working relationships with associates, teachers, parents, and the public.
- Read, analyze and interpret professional journals, Board policy, administrative procedures and forms, and governmental regulations and guidance.
- Complete forms, write reports, and engage in written correspondence with parents.
- Present information effectively and respond to questions.
- Write clear and complete lesson plans.
- Effectively welcome and embrace differences among employees and students.
- Must be able to successfully complete a background investigation.

**This position description is a general guideline for work behavior and is not intended to be a comprehensive listing of all job duties. Therefore, it is also not, nor can it be implied to be, a contract of employment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. Must be able to successfully complete an intense background investigation.



Job Description

Teacher - Gifted/PEGS

Signatures / Date

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

Check the appropriate box, fill in the needed accommodations, if required, then sign and date.

- I have read and understand this job description and acknowledge that I am able to complete the essential functions of my job without accommodations.
- I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this job:

Employee Signature

Date

Supervisor Signature

Date

Human Resources

Date