



District of Scholars, Achievers, Champions

RESOURCE TEACHER (MENTOR)

Revision Date: 08/24/11

BRIEF DESCRIPTION OF POSITION:

The Resource Teacher (Mentor), under the supervision of the Assistant Superintendent-Educational Services and direction of the Assistant Principal at a designated school site, assists Resource Teachers (Instructional Support Provider) by providing support and training as needed. In addition, the Resource Teacher (Mentor) assists OUHSD teachers and administrative staff in the evaluation of instructional programs in their curricular areas of expertise. They assist in the development, implementation, and evaluation of changes to the instructional program that are identified as being needed by instructional staff, site and/or district administrators.

MAJOR DUTIES AND RESPONSIBILITIES:

Duties may include, but are not limited to the following:

- a. Under the supervision of the Assistant Superintendent-Educational Services, supports Resource Teachers (Instructional Support Provider) in their work providing instructional support to OUHSD teachers. E
- b. Collaborates with Department Chairs, site administrators, and OUHSD teachers to identify Professional Development needs, and then facilitate the delivery of such ~~PD~~ Professional Development. E
- c. Under the supervision of the Assistant Superintendent-Educational Services, facilitates adoption of new textbooks as needed in their curricular area(s). E
- d. Ensures that Curriculum Frameworks, and scope and sequence plans in their curricular areas are regularly updated. E
- e. Assists Assistant Principal with the development, regular updating, and implementation of master plans in their curricular area(s). E
- f. Ensures that Pacing Calendars in core academic areas are updated annually. E
- g. In collaboration with OUHSD teachers, District Resource Teachers, and site Department Chairs in the core academic areas, develops and co-ordinates the use of District Wide Assessments (Benchmark tests). E
- h. Working with the Director-Student Testing and Reporting, ensures that Pacing Calendars are updated as needed on the district web-site. E
- i. Provides Professional Development and support to teachers in accessing Benchmark data, and interpretation to staff. E
- j. Assists OUHSD teachers, and administrators in analyzing District wide Benchmark tests, CAHSEE, California Standards Test (CST) and other data as needed. E
- k. Provides leadership in articulation efforts with partner schools and districts by facilitating assessment of incoming eighth grade students in Reading and mathematics, and sharing that data with partner schools/districts/administrators/teachers, and OUHSD schools. E
- l. Provides leadership in articulation efforts by facilitating meetings between partner school and OUHSD math and English teachers as needed. E
- m. Participates in research-based/state approved Professional Development to attain authorization as certified trainers for adopted textbooks, asset development, SIOP structures, instructional strategies and curriculum development. E
- n. Provides state approved professional development in the use of adopted textbooks in English and mathematics, asset development, SIOP structures, instructional strategies and curriculum development to support the achievement of all learners (i.e. English Learners, Special Education Learners, At-Risk students, and GATE students). E
- o. Provides support and professional development as needed to Reading teachers, other District Resource Teachers, and Algebra Readiness teachers. E

REQUIREMENTS:

WORK YEAR:	Twenty Days in Excess of Certificated Teacher Work Year
SALARY:	Certificated Teacher Salary Schedule.
BENEFITS:	Medical (employee contribution), 100% dental, vision and life insurance
SELECTION AND ASSIGNMENT PROCEDURES:	Selection and assignment procedures will be in accordance with those established for all certificated personnel by district policy or administrative regulations. The position will be established on an annual or semester basis, subject to the recommendations of the Assistant Superintendent of Ed Services, and the project resources and priorities.