

SCHOOL DISTRICT OF FLAGLER COUNTY

JOB DESCRIPTION

TEACHER ON SPECIAL ASSIGNMENT, ELEMENTARY

QUALIFICATIONS:

- (1) Hold a regular Florida Teaching Certificate.
- (2) Currently employed as a teacher in Flagler County.
- (3) Five years successful teaching experience.
- (4) Demonstrated leadership ability.
- (5) High energy and enthusiasm level.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge child development. Knowledge of the prescribed curriculum. Knowledge of current educational research. Basic understanding and knowledge of use of current technology. Knowledge of varied learning styles and skill in using varied teaching methods to address student learning styles. Skill in oral and written communication with students, parents, and others. Ability to plan and implement activities for maximum effectiveness. Ability to work effectively with peers, administrators and others.

REPORTS TO:

Principal

JOB GOAL

To assist the principal with some of the educational responsibilities normally associated with building level management.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Performs such record keeping functions and document preparations as the principal may direct.
- * (2) Serves with parent, faculty and student groups as requested in advancing educational and related activities and objectives.
- * (3) Provide supported academic services to teachers, students, parents and community agency personnel.
- * (4) Ability to provide diagnostic and clinical teaching.
- * (5) Assists in the preparation of reports and assumes the responsibility of current and efficient records and procedures for transfer of student records when needed.
- * (6) Assists in individualized, personalized plans of instruction for each pupil.
- * (7) Suggests ways to facilitate parental involvement and parent education.
- * (8) Supports and assists the classroom teacher in implementing teaching strategies, identifying appropriate activities, organizing and managing the classroom, selecting materials and identifying specific needs of children.
- (9) Perform other incidental tasks consistent with the goals and objectives of this position.

TEACHER ON SPECIAL ASSIGNMENT, ELEMENTARY (Continued)

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.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.
Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

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

*Essential Performance Responsibilities

Job Description Supplement Code 10

Flagler Schools Strategic Framework – Teaching & Learning