



SJCOE
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Job Description

POSITION TITLE: Teacher #1083
Building Futures Academy Charter
(A 9-12 Charter School authorized by SJCOE)

SALARY PLACEMENT: Teacher Salary Schedule

MINIMUM QUALIFICATIONS – EDUCATION AND/OR TRAINING:

Possess a valid California Teaching Credential.

SUMMARY OF POSITION:

Under the direct supervision of the Director of Charter School Education. Building Futures Academy Charter teachers provide instruction in small group, one-on-one and classroom settings. Utilizing specialized techniques, provides instruction in identified social and academic areas which meet individual and group needs of students who have been unable to succeed in established high schools and/or continuation schools. They work closely with parents and students to develop individualized learning plans based on students' present skill levels and academic goals. Communicating and documenting student progress is required.

ESSENTIAL FUNCTIONS:

Essential functions may include, but are not limited to the following:

1. Complete registration process of students.
2. Assess individual student's current level of functioning to determine needs.
3. Design and implement instructional programs to meet student's needs.
4. Assist with the development and implementation of integrated, thematic curriculum.
5. Demonstrate knowledge of and utilize established curriculum.
6. Implement behavior management system to monitor individual student's program and progress.
7. Establish and maintain channels of communication with home, school and related agencies as necessary to the needs of individual students.
8. Maintain acceptable health and safety standards.
9. Participate in activities designated to promote professional growth.
10. Observe legal mandates.
11. Direct assigned classified staff and volunteers.
12. Other related duties as assigned.

PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

1. Sit and stand for extended periods of time.
2. Exhibit manual dexterity to dial a telephone, to enter data into a computer, and to perform assigned classroom tasks using both hands.
3. See and read a computer screen and printed matter with or without vision aids.
4. Hear and understand speech at normal classroom levels and outdoors and on the telephone.
5. Speak in audible tones so that others may understand clearly in normal classrooms, outdoors, and on the telephone.
6. Physical agility to lift up to 25 pounds to shoulder height and 50 pounds to waist height; and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

WORK ENVIRONMENT:

Employees in this position will be required to work indoors in a standard classroom environment and outdoors as instruction requires. In addition, employees in this position will be required to facilitate independent study for students enrolled. Employees are required to come in direct contact with students, parents, Building Futures Academy Charter staff, SJCOE and district office staff, and the public.

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