

Dry Creek Joint Elementary School District
Job Description

POSITION TITLE: TEACHER – TITLE ONE

Classification:	Certificated	Work Year:	Teacher Contract
Department:	Educational Services	Board Approval:	02/03/2000
Reports To:	Assistant Superintendent – Educational Services	Format Revision:	11/20/2009
Salary Range:	Teacher Salary Schedule		

BASIC FUNCTION:

To provide specialized and enhanced instruction that will enable the Title One identified student to progress through the District's core curriculum successfully. To facilitate mainstreaming with the Title One student in general education classrooms. To serve as a liaison between the school community and the Title One students' families.

REPRESENTATIVE DUTIES:

- Collaborate with principal, other classroom teachers and support personnel to develop an effective program for Title One students.
- Design instructional program for Title One students based on identified needs.
- Implement the Title One curriculum and develop materials.
- Assist in the evaluation of the Title One program, monitor program goals, objectives and activities, in coordination with the principal and Educational Services Department.
- Coordinate Title One services and Title One requirements at the site, with the district, and at other sites.
- Collaborate with the Coordinator of Special Programs and the Educational Services Department to ensure that the program goals for Title One students are met.
- Use instructional strategies that are appropriate to the level of academic proficiency of the Title One student.
- Present demonstration lessons, coach teachers and participate in classroom observations of the Title One students.
- Provide identified Title One students with tutoring and/or in-class assistance to meet their education goals.
- Make available a wide range of teaching materials and equipment, including reading and math materials at many levels, instructional strategies, and resource materials. Use those specific teaching strategies that will prove most effective with each individual Title One student.
- Work closely with classroom teachers to help Title One students maintain satisfactory class work.
- Keep abreast of new developments in the field by reading journals and publications, attending seminars and discussing issues of mutual interest with others in the field.
- Serve as a liaison between the school community and the Title One students' families.
- Provide training to parents of Title One students in areas designated to improve the performance of their children.
- Participate in, and contribute to teacher/parent conferences about Title One students.
- Coordinate and participate in the school Title One and/or other Title One parent advisory committees.
- Create an environment conducive to the development of academic skills, and promote success in the core Title One curriculum.
- Provide supervision for Title One instructional aides.
- Maintain Title One student records of progress, achievement and attendance.
- Establish and maintain standards of individual Title One student behavior.
- Perform basic attendance accounting and similar record-keeping functions pertinent to the Title One program.
- Assist staff in developing learning activities using materials appropriate for meeting the needs of Title One students.
- Assist staff in restructuring learning activities within the classroom based on identified Title One student needs.
- Coordinate the identification and assessment process for the Title One students.
- Perform other duties as may be assigned and related to the Title One program.

LICENSES AND OTHER REQUIREMENTS:

- Multiple Subject or Single Subject Teaching Credential with BCLAD emphasis

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Current curriculum and instructional practices;
- Oral and written communication skills;
- Assessment practices in primary and secondary languages;
- Laws and regulations relating to the Title One program.

ABILITY TO:

- Plan, organize and direct instructional activities for Title One students;
- Provide training and coaching of instructional strategies for teachers of Title One students;
- Work effectively with staff, students, and parents;
- Plan and coordinate the work of support staff;
- Analyze assessment data.

WORKING CONDITIONS:

PHYSICAL ABILITIES:

- Significant physical abilities include lifting/carrying, reaching/handling, talking/hearing conversations, and near/far visual acuity/depth perception/accommodation/field of vision.