

## SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

7/93	<u>ALCOHOL AND OTHER DRUG PREVENTION CURRICULUM RESOURCE TEACHER</u>	1.7.36
Effective Date	Job Title	Index

1. Primary Function: Provides leadership to the development, implementation, and evaluation of curriculum in all schools K-8 for prevention of drug and alcohol abuse and other at-risk behaviors.
2. Responsible to: Director, Alternative Services
3. Assigned Responsibilities:
  - 3.01: Develops districtwide plan for implementation of Positive Action curriculum.
  - 3.02 Provides ongoing inservice training for elementary and middle school staffs in order to:
    - a. Increase familiarity with components and skills imbedded in the curriculum.
    - b. Develop understanding and commitment to the implementation of the curriculum.
    - c. Provide information on integrating prevention curricula into all subject areas.
  - 3.03 Provides supplemental resources to classroom teachers.
  - 3.04 Maintains resource library of materials and community resources.
  - 3.05 Aids staff in developing parent involvement component of Positive Action and Quest programs.
  - 3.06 Aids staff in developing community service projects as part of the program to develop citizenship, responsibility, and self-esteem.
  - 3.07 Consults with school staff on support activities that promote positive school climate.
  - 3.08 Provides coordination of Positive Action and Quest programs to school climate/multicultural education activities.
4. Key Relationships:
  - 4.01 Director, Alternative Services.
  - 4.02 Program Assistant, Alcohol and Other Drug Prevention
  - 4.03 Program Assistant, K-8 Counseling
  - 4.04 Area Substance Abuse Resource Teachers
  - 4.05 Building staff.
  - 4.06 Community agencies.
5. Minimum Qualifications:
  - 5.01 Valid Oregon teaching or counseling certificate or certificate of accomplishment through the Teacher Standards and Practices Commission.
  - 5.02 Three years of experience as a counselor or classroom teacher.
  - 5.03 Quest trained and knowledgeable in Positive Action.
  - 5.04 Demonstrated ability to work in group process and demonstrate organizational skills.
6. Evaluation: Performance of this job will be evaluated in accordance with provisions of the School Board's policy on Evaluation of Professional Personnel.

Approved by: \_\_\_\_\_  
(supervisor)

Date \_\_\_\_\_

Received by: \_\_\_\_\_  
(staff member)

Date \_\_\_\_\_