

## SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

02/14	<u>TEACHER, EMOTIONAL GROWTH CENTER, ELEMENTARY</u>	1.6.7 A
Effective Date	Job Title	Index

1. Primary Function: Manages the total instructional program for emotionally disturbed students in individual and group behavior skills and social-emotional growth. Teacher works with individual teachers, counselors, support personnel, parents, teaching assistants, volunteers, community agencies, and referring school personnel.
  
2. Responsible to: Building Principal.
  
3. Assigned Responsibilities:
  - 3.01 Writes or designates instructional objectives for each student and writes or selects prescriptive programs for each student consistent with the objectives and with the needs established in the original Individual Education Plan. The program shall include: 1) designated behavioral objectives, 2) materials to be used, 3) instructional cues, 4) a record keeping system, 5) designation of feedback to child, and 6) program generalization.
  - 3.02 Provides individual and group instruction to meet each student's objectives, maintaining correct criteria on observational data, including cues, consequences, and data collection.
  - 3.03 Maintains daily continuous records on all instructional and behavior programs administered.
  - 3.04 Supervises independent seatwork or free time activities of students, consequenceing acceptable and unacceptable behavior.
  - 3.05 Conducts systematic probes or reviews of skills mastered by students.
  - 3.06 Monitors student progress in integrated activities, such as recess, lunch, extracurricular activities, classroom placement on a short-term basis, part-time at home school, and other areas where interaction with regular class peers offers an opportunity for integration and application of skills developed in the self-contained classroom setting.
  - 3.07 Supervises classroom instructional aide as specified on the aide observation form
  - 3.08 Works with student services and the building personnel to see that objectives in the student's Individual Education Plan are met.
  
4. Minimum Qualifications:
  - 4.01 Oregon Teaching License with Special Education or Exceptional Learner endorsement with appropriate endorsement(s) for assigned subject(s) and level(s).

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02/14	<u>TEACHER, EDUCATIONAL RESOURCE CENTER, SECONDARY</u>	1.6.6 B
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4.02 Demonstrated ability to:

- 4.02.01 Use interpersonal skills to consult with teachers, parents, and volunteers.
- 4.02.02 Use appropriate individual programming and behavior management methods.
- 4.02.03 Use daily data collection procedures on student progress.
- 4.02.04 Train, place, and monitor students in a phase-in program to practice skills in regular classroom settings.

5. Work Environment: Subject to inside and outside environmental conditions with routine exposure to the weather including seasonal heat and cold. Subject to frequent loud noises in the environment.

6. Physical Requirements: Hearing and speaking to exchange information; seeing to perform assigned duties; sitting, standing and walking for extended periods of time; dexterity of hands and fingers to operate equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and materials, and lifting light objects.

Strength: Sedentary/Medium – Exert force to 10-25 lbs. frequently, and up to 10 lbs. constantly or a negligible amount of force frequently to lift, carry, push, pull or move objects.

7. Minimum Term of Employment: Teacher Contract.

8. Salary Level: Placement on the Salem-Keizer Public Schools Licensed Employee Salary Schedule.

9. Evaluation: Performance of this job will be evaluated in accordance with the provisions of the District's process for Evaluation of Licensed Personnel.

**I am willing and able to perform the duties of this job:**

Signature: \_\_\_\_\_

Date \_\_\_\_\_

Print Name: \_\_\_\_\_