SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

10/86	RESOURCE TEACHER, MATH AND SCIENCE VOLUNTEERS	1.7.9.1
Effective Date	Job Title	Index

1. Primary Function: Develop, implement and evaluate a district-wide program to use volunteers knowledgeable in math and science.

2. Responsible to: Executive Assistant to the Superintendent

3. Assigned Responsibilities:

   3.01 Supports schools in developing, implementing, maintaining, and evaluating math and science volunteers.
   3.02 Develops and evaluates teaching/learning aids in math and science.
   3.03 Coordinates project activities.
   3.04 Plans and conducts two training academies.
   3.05 Organizes, conducts, or coordinates training workshops for teachers, volunteers, and parents.
   3.06 Develops a handbook.
   3.07 Evaluates the project.
   3.08 Disseminates project information and materials.
   3.09 Follows specified standards, policies, and procedures of the building and District.

4. Minimum Qualifications:

   4.01 Bachelor's degree or equivalent in education.
   4.02 One year experience working with volunteers.
   4.03 Three years of successful teaching experience.
   4.04 Mathematics and/or science teaching experience desirable.
   4.05 Valid Oregon teaching certificate.

5. Minimum Term of Employment: Teacher's contract.

6. Salary Level: Placement on Teacher Salary Schedule.

7. 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:_____ Date_____
(supervisor)

Received by:_____ Date_____
(staff member)