

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

11/84 Effective Date	<u>TEACHER, PRIMARY RESOURCE</u> Job Title	1.7.17 Index
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1. Primary Function: Assist in the development, implementation, and maintenance of the District primary program to include kindergarten.
2. Responsible to: Designated building principal.
3. Assigned Responsibilities:
 - 3.01 Develops instructional learning packets for preschool students that are sequential to first grade expectancies.
 - 3.02 Plans and conducts inservice training for primary teachers and kindergarten teachers relating to first grade success and kindergarten curriculum and the District curriculum.
 - 3.03 Assists teachers in the implementation of the first grade success program.
 - 3.04 Assists primary teachers in implementation of the extended day.
 - 3.05 Provides assistance in organization of the elementary curriculum.
 - 3.06 Evaluates program progress by reviewing and monitoring all program activities, and assists in the preparation of testing and evaluation procedures.
 - 3.07 Consults with principals and teachers on matters relating to primary education.
 - 3.08 Conducts classroom demonstrations and modeling experiences for teachers.
 - Additional Responsibilities:
 - 3.09
 - 3.10
4. Minimum Qualifications:
 - 4.01 Valid Oregon Elementary Teaching Certificate.
 - 4.02 Two years of early childhood teaching experience.
 - 4.03 Demonstrated competency in curriculum development.
 - Additional Qualifications:
 - 4.04 Academic preparation in early childhood education, research, and curriculum.
 - 4.05 Demonstrated successful experience in public speaking.
 - 4.06 Knowledge of current research in early childhood education required.
 - 4.07 Skill in committee organization and report writing desirable.
5. Minimum Term of Employment: Teacher Contract.
6. Salary Level: Placement on Teacher Salary Schedule.
7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Approved by: _____ Date _____
(supervisor)

Received by: _____ Date _____
(staff member)