

TRINITY COUNTY OFFICE OF EDUCATION

POSITION: Certificated Teacher – RISE Academy

SALARY: Certificated 184-day Salary Schedule

REPORTS TO: Deputy Superintendent

APPLICANTS MUST BE ABLE TO PASS A PHYSICAL ASSESSMENT. IN COMPLIANCE WITH A.B. 1610, THE TRINITY COUNTY OFFICE OF EDUCATION CANNOT EMPLOY YOU UNTIL YOU HAVE RECEIVED CLEARANCE FROM THE DEPARTMENT OF JUSTICE (DOJ) AND THE FEDERAL BUREAU OF INVESTIGATION (FBI).

PRIMARY FUNCTION: To direct, plan and facilitate the individualized student program for Community School students.

DISTINGUISHING CHARACTERISTICS:

Due to the wide range in age, aptitude, and level of educational achievement of students in alternative education programs, instruction is given at various grade levels ranging from the elementary grades through high school. The level of instruction is frequently based on the educational or social needs of the group or of an individual. Emphasis is on the methodology of instructing “at risk” students rather than on the routine presentation of subject matter.

ESSENTIAL DUTIES:

Prepares lesson plans and selects instructional materials for group and individual instruction meeting State standards; teaches academic subjects and may teach elective subjects or physical education; determines or interprets student academic needs and selects instructional materials and teaching techniques to meet individual or group needs; evaluates and reports student progress; recommends changes in student educational plan to meet their individual needs; provides special assistance as needed; devises special instructional aides to meet individual educational needs; researches, develops and implements appropriate curriculum; maintains classroom climate; seeks to develop students, socially, emotionally, and academically; may administer and interpret personality and educational achievement tests; counsels and encourages students toward higher educational goals; works with school counselors to determine educational needs and prescribe academic plans; may assist in extracurricular activities; confers with and provides information to external agency partners, such as county probation department or other agency personnel; maintains records, prepares reports; may order classroom equipment and supplies; performs other tasks as directed.

KNOWLEDGE AND ABILITIES:

1. Ability to provide instruction based on the needs of students and adjust instructional techniques accordingly; gain the interest, respect, and cooperation of students; maintain a

respectful classroom community; speak and write effectively; analyze situations accurately and adopt an effective course of action.

2. Ability to implement the subject matter, philosophical, social, educational concepts relative to the duties and responsibilities listed above
3. Ability to use computer technology to create documents, presentations, send emails, set-up databases, etc.
4. Ability to operate a motor vehicle and travel to various locations within the county and occasionally out of the county as for training purposes
5. Experience working with at-risk students
6. Experience in behavioral intervention and counseling
7. Experience in the creation of a safe and healthy classroom community
8. Has knowledge of trauma informed practices and/or is willing to learn more trauma-informed strategies
9. Has used or taught conflict resolution skills successfully and is trained in, or willing to learn more about, restorative justice practices in the classroom
10. Demonstrated ability to facilitate the teaching of all subject areas through varied instructional techniques such as project-based learning, small group collaboration, media and technology (online curriculum) and community service, integrating subjects as needed
11. Experience in positive communication with parents/guardians and encouraging their participation
12. Experience in working collaboratively with social services, mental health services and other programs in the county
13. Experience in utilizing formative as well as summative assessments appropriately to monitor, encourage and gauge student progress and needs
14. A willingness to participate in other staff development activities, workshops, and conferences to expand professional knowledge and skills

EDUCATION AND EXPERIENCE:

1. Possession of a valid California teaching credential
2. Classroom teaching experience
3. Experience with 7th – 12th grade students
4. Experience with K-6th grade students

WORKING CONDITIONS:

ENVIRONMENT: (characteristics described here represent what an employee encounters while performing the essential functions of this job)

1. Office environment
2. Constant interruptions
3. Moderate noise level

PHYSICAL DEMANDS:

1. Persons performing service in this position classification will exert 10 – 20 pounds of force frequently to lift, carry, push, pull or otherwise move objects
2. This type of work involves sitting most of the time, but may involve running, walking or standing for brief periods
3. Perceiving the nature of sound, near and far visual acuity, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handle and work with various materials and objects are important aspects of this job
4. Sitting or standing extended periods of time looking at a computer screen and typing

AMERICANS WITH DISABILITIES ACT ASSISTANCE

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

NOTE: Arrangements may be made to accommodate applicants with disabilities. For arrangements, please inform the Business Office in writing or by telephone by the filing deadline posted on the bulletin.