

ALPINE COUNTY UNIFIED SCHOOL DISTRICT
TEACHER – COMMUNITY DAY SCHOOL

REPORTS TO: PRINCIPAL / DIRECTOR OF STUDENT SERVICES

SUPERVISES: No supervisory responsibilities

DEFINITION:

Under the direction of the Principal / Designee, plans, implements, and evaluates individualized, academic programs for students enrolled in Community Day School.

QUALIFICATIONS:

Required:

1. Valid California Teaching Credential.

KNOWLEDGE AND ABILITY:

1. The knowledge of Special Education and/or behavior disordered students.
2. The knowledge of mental health, human services, and/or juvenile justice systems.
3. The ability to work with at risk students.
4. The ability to possess or acquire appropriate continuing education credits.

ESSENTIAL DUTIES/TASKS:

1. Performs all necessary duties and responsibilities of a classroom teacher.
2. Develops and implements an instructional program appropriate for the needs and abilities of the students assigned to the class.
3. Develops behavioral objectives appropriate for students' individual academic needs.
4. Develops effective behavior modification program to address maladaptive behavior and teaches appropriate decision making skills.
5. Communicates with students, parents, and responsible agencies regarding students' educational and behavioral/social progress.
6. Works cooperatively with administration and school personnel on site and at other sites where students may be reintegrated.
7. Collaborates with multiple human service agencies that provide interventions and support.
8. Meets with parents, teachers, and representatives of other agencies as necessary.

ENVIRONMENT/WORK CONDITIONS:

- **Location:** Work is performed 90% within the school office/classroom setting, 10% in an outdoor educational setting: recess, walking, and field trips.
- **Hazards:** Working with active young children, trip hazards, and slippery surfaces.
- **Equipment Used:** General office and classroom equipment, computer, audio-visual equipment, 10-key, copier.
- **Safety Equipment:** None required.

ESSENTIAL FUNCTIONS:

(Constantly=Over 2/3 time, Frequently=1/3-2/3 time, Occasionally=Under 1/3 time, Seldom=Under 7% time)

PHYSICAL

- **Standing/Walking:** Frequently; throughout work shift while performing duties, including recess supervision, field trips.
- **Sitting:** Occasionally; while performing duties at low tables assisting students.

- **Lift/Carry:** Frequently; 1-15 pounds; instructional materials, books, binders, paperwork. Occasional lifting 16-35 pounds, books and materials, assisting students and moving equipment.
- **Bending/Stooping:** Frequently; at knees/waist/neck while providing one-to-one student services or retrieving items from lower shelves.
- **Push/Pull:** Occasionally; using both hands and arms exerting a force of 10-30 pounds while assisting students, moving furniture and equipment and opening doors, etc.
- **Climbing/Balancing:** Seldom, using stepladder in classroom, may be stairs at some locations.
- **Kneeling/Crouching/Crawling:** Occasionally; kneeling may be required while assisting students in physical activities. Crouching/crawling not required but may choose to get in these positions with children for activities.
- **Hands/Arms:** Constant use of both in reaching/handling/grasping/fingering/gripping while performing a variety of physical and administrative duties. Overhead reaching is required.
- **Sight/Hearing/Speech:** Constantly; to provide instructional assistance to student. Assignment may require hand/eye coordination, depth perception and peripheral vision depending on assignment.

MENTAL

- Constant mental alertness required in supervising activity of assigned student to anticipate behaviors of student and maintain safe, educational environment.
- Must possess necessary communication skills, written and oral, to complete assignments.
- Must be able to read, write speak English; possess interpersonal skills to work well with various types of students, parents and staff.
- Must be able to adapt to work pressures that can include frequent interruptions, multiple tasks and maintaining daily schedule of activities.
- Must be able to work independently with assigned student and exercise creative problem-solving ability.
- Must be able to provide supervisory skills to provide guidance and set appropriate behavioral model to assigned student.

Adopted: 07/2000

Revision: 08/14/12