

SPEED JOB DESCRIPTION

New Position(s) -- Open to internal candidates only

Job Title

Teacher Leader

Supervisor

Principal/Program Administrator

Position Guide

Certified

Salary Range

\$600 Stipend

General Statement of Job

This job description is not a stand-alone job description, but a rider to our certified educator descriptions. This teacher must participate on a regular basis in the direct instruction of students and serve as faculty for job-embedded professional development activities. Under limited supervision, performs highly responsible mentor and leadership work to enhance progress towards SPEED District #802 mission and goals for continuous improvement in effective instruction. Work involves working with both beginning and veteran teachers to improve student learning, teacher effectiveness, and building successful instructional teams. The Teacher Leader will report to the Director of Programs and Services in collaboration with school principals and participate in ongoing professional development with the SPEED Mentor Team. The Teacher Leader does NOT supervise or evaluate staff.

Qualifications

- Education: LBS1 or Special Education related field;
- Master's degree or higher, preferred but not required
- Minimum of three years of successful teaching experience earning an excellent evaluation rating in at least 2 of those years
- Professional development in at least three areas: a. communication and conferencing skills; b. leadership development; c. classroom management; d. standards-based curriculum development; e. peer observation, coaching, mentoring, and conferencing skills; f. student and parent conferencing skills; h. planning for instruction; i. delivery of instruction; j. assessment of student performance

Essential Duties

- Able to effectively analyze and integrate observable needs into productive professional conversations and coaching
- Ability to engage staff to facilitate effective job-embedded professional development and provide constructive, supportive feedback to peers
- Ability respect professional privacy when working with colleagues without effecting leadership relationship with principal
- Excellent time management skills; able to manage time and meet deadlines daily, weekly, monthly etc.
- Excellent communication and team building skills.
- Teacher Leaders must be able to work under minimal supervision.

Job Responsibilities

- Teaches in an assigned classroom and models using effective instructional strategies, inviting peers to observe
- Teams teaches with Learning Partner to ensure continuity in instruction while away from the classroom
- Observes and coaches colleagues, providing feedback, support and modeling in their classrooms
- Engages in data analysis activities, school improvement planning, the shared analysis of student work, lesson study, or teacher self-assessment and goal setting activities to provide instructional support for beginning and veteran teachers
- Assists teachers with schedules, assessments, planning and implementing effective instruction that maximizes resources, and reflects researched based practices
- Constructively identify instructional strengths and weaknesses and apply them towards to improvement
- Works in a leadership capacity to increase teacher effectiveness and student achievement while promoting a culture wherein professional collaboration is valued and emphasized.
- Maintains balance in professional relationships with both teachers and administrators
- Participates in ongoing professional development

Incentives

- Mentor stipend per SEA Bargaining Agreement
- Paid professional development and additional opportunities to attend workshops on coaching, mentoring or leadership
- An instructional technology device (such as iPad, Netbook, etc.)
- Three half-day release periods per week to observe in other classrooms, provide consultation, record keeping
- An assigned teaching partner to cover classroom during release periods

Physical Demands

The physical demands described here 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. While performing the duties of this job, the employee is regularly required to...

- Sit, stand, talk and hear for extended periods of time, operate electronic equipment; and reach with hands and arms and will repeat actions with the same hand, arm or finger motion.
- Have vision abilities required include close vision, and the ability to adjust focus.
- To have regular lifting, carrying, bending, pushing, and/or pulling and significant finger dexterity actions.
- Ability to physically manage and/or restrain students weighing up to 250 pounds, with assistance, when needed.

Ethics

All district employees are expected to maintain a high level of ethical behavior and confidentiality of information regarding students, personnel, and all job related matters. In addition, all staff are expected to serve as a positive role model and work to ensure a safe building environment.

Terms of Employment

- 180 Days
- Collective Bargaining Position

Evaluation:

Performance of this job will be evaluated in accordance with provisions of the SPEED Governing Board and the SPEED Collective Bargaining Agreement.

Hiring Contact: Human Resources Director – (708) 481-6100.

ACKNOWLEDGEMENT FOR RECEIPT OF JOB DESCRIPTION

I have received a copy of the Job Description and have read and understand its contents.

Employee Name (Please Print)

Employee Signature

Date

Human Resources Signature

Date