

## ORANGE UNIFIED SCHOOL DISTRICT

### RESOURCE TEACHER

#### DEFINITION

Under direction, serve as a teaching resource in curriculum, instruction, assessment and/or technology for instructional staff; assists in maintaining and improving instructional programs within a school; organizes and manages a resource center and provides special instruction to individuals and small groups of students with identified needs; and does other related functions as required. This position is directly responsible to the Principal.

#### DISTINGUISHING CHARACTERISTICS

This position classification requires expertise commonly associated with teaching, instructional strategies, and curriculum. Directly related teaching, instructional support, and curriculum experience is required to perform problem analysis using prescribed principles, methods and concepts. A teacher in this classification performs decision analysis and makes decisions of considerable consequence, in determining how best to assist instructional staff and to aid students in the teaching/learning process. The functional role of this position classification requires the application and interpretation of data, facts, procedures and policies. The incumbent meets frequently with school administrators, other teachers, internal staff and members of the community to communicate information, data and alternative problem solutions.

This position classification performs light work, but does require walking and standing for extended periods and may occasionally require moving or lifting of up to fifty (50) pounds. This position requires accurate perceiving of sound, near and far vision, depth perception, handling and working with materials and objects and providing oral information. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

#### ESSENTIAL DUTIES

- Implement current curriculum and develop improved curriculum for students with special needs;
- Facilitate curricular continuity throughout the school; assist teachers in reviewing the effectiveness of current curriculum; assess and identify students to receive supplementary classroom instruction.
- Provide individual and small group instruction to pupils in resource center and/or classroom setting.
- Assist staff with developing a system for inventorying, selecting and ordering instructional materials and supplies; train and support staff in utilization of instructional materials and equipment as needed.
- Assist and support teachers in developing their knowledge, skills, and abilities related to current trends in curriculum, instruction, and assessment.
- Assist with the coordination, implementation, assessment and improvement of instruction throughout the school.
- Assist teachers in reviewing the effectiveness of their instructional strategies; assist and support teachers in organizing their professional development plan to improve instruction for student success.
- Organize and manage a resource center.
- Supervise tutors, volunteer mentors and parent volunteers.

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- Assist teachers in aligning assessment strategies with current curriculum, instruction and student outcomes and assist and support teachers with implementing current research of successful educational practices in assigned classrooms.
- Maintains records as required by the school, District and/or state and makes appropriate reports as directed.
- Participates in school-wide supervision of students during out-of-classroom activities.
- Participates in faculty and/or District meetings, committees and the sponsorship of student activities.
- Perform related duties as assigned.

**QUALIFICATIONS**

Knowledge of:

- Current curriculum, instruction, assessment and technology related to instructional staff.
- Methods of instruction.
- Principles of training and providing work direction.
- Interpersonal skills using tact, patience and courtesy.
- Applicable sections of the State Education Code.
- Research methods and report writing techniques.
- Child guidance principles and practices.

Ability to:

- Serve as a resource in classroom management, curriculum, instruction, assessment and technology for instructional staff.
- Display the use of good judgment in making decisions.
- Train and provide work direction to others.
- Establish and maintain cooperative and effective working relationships with others.
- Maintain current knowledge of program rules, regulations, requirements and restrictions.
- Analyze situations accurately and adopt an effective course of action.
- Work independently with little direction.
- Meet schedules and time lines.
- Exchange information and assist teachers in instructional activities.
- Sit or stand for extended periods of time.

**EXPERIENCE AND EDUCATION**

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

Three years of successful classroom teaching experience, preferably in a grade setting which matches the school assignment.

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Education:

Possession of a Baccalaureate or higher degree from an accredited college or university with emphasis in elementary education, instructional technology, a subject matter field commonly taught in the elementary grades, or closely related field areas.

**OTHER REQUIREMENTS**

Certification Requirement

Possession of a valid California credential authorizing service as a teacher in grade levels and areas assigned.

Condition of Employment

Insurability by the District's liability insurance carrier.

Personal Qualities

Appearance, grooming and personality which establish a desirable example for students. Above-average to excellent recommendations from supervisors and/or other professionals who have observed the personal characteristics, scholastic attainment, and classroom performance of the teacher.