

SCHOOL DISTRICT OF JACKSON COUNTY

JOB DESCRIPTION

RESOURCE TEACHER

QUALIFICATIONS:

- (1) Master's Degree from an accredited educational institution, or 15 years of successful teaching experience in the appropriate area of instruction.
- (2) Certified by the State of Florida in the appropriate area and at the appropriate level of instruction.
- (3) Minimum of five (5) years successful teaching experience.

KNOWLEDGE, SKILLS AND ABILITIES:

Demonstrated written and oral communication skills, planning, and organization. Current knowledge of educational trends, methods, research and technology. In-depth knowledge of assigned curriculum, program, or service area. Ability to collect, analyze, and interpret data. Ability to work collaboratively with others. Ability to read, interpret and adhere to District, State, and federal guidelines and mandates.

REPORTS TO:

Director of Inservice/Staff Training, Director of Exceptional Student Education, Director of Early Childhood/Elementary Education, OR Director of Secondary Education (depending on specific assignment)

JOB GOAL

To provide assistance to the District and schools in coordinating programs, services, resources, or in-service in selected subject or service area content, or other identified needs.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

NOTE: Resource Teachers will be assigned various functions; therefore, specific duties may vary according to assignment.

- (1) Coordinate identified programs, ensuring that federal, State, and District requirements are met.
- (2) Visit schools to provide technical assistance, support, and expertise in implementing programs.
- (3) Assist school administrators and teachers in understanding program requirements and means of applying research to classroom practices.
- (4) Disseminate and interpret current trends and research related to curriculum, instruction, school improvement, or other assigned areas.
- (5) Develop guides, manuals, or other support materials necessary to the programs.
- (6) Demonstrate effective teaching strategies.
- (7) Plan and implement professional development opportunities that reflect current research and future needs.
- (8) Facilitate effective communication between schools as well as between the District and the schools.

Board Approved July 21, 1998

Amendments Board Approved April 15, 2003, April 17, 2012, June 18, 2013, August 19, 2014

RESOURCE TEACHER (Continued)

- (9) Interact with parents, outside agencies, businesses and community to enhance understanding of programs and elicit assistance for students.
- (10) Serve as liaison with outside agencies to articulate the mission of the District and seek additional resources.
- (11) Conduct meetings or workshops to assist school personnel and / or parents in acquiring knowledge, skills, and competencies to enhance educational opportunities for students.
- (12) Assist school personnel in the collection and analysis of data for assessment, evaluation, and decision-making.
- (13) Perform other incidental tasks consistent with the goals and objectives of this position.
- (14) Other duties assigned by the immediate administrator or supervisor.

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Approved Unity Compensation plan, Instructional Salary Schedule
196 or 222 days
7.75 hours per day

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.