

GATE TEACHER

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES: Under the supervision of the Director of Curriculum, will develop supplemental and enrichment activities to expand student skills, knowledge, concepts, generalizations, principles, appreciations, and attitudes that will promote the fullest possible academic and physical development and assist him/her in valuing the dignity and worth of himself/herself and others. He/she provides an educational program for the students and assists in other school programs as required by the building administrator and/or District policy.

EXAMPLES OF DUTIES:

- Assesses initial individual student and class needs
- Creates, plans, and coordinates an equitable schedule for students to participate in GATE
- Responsible for the instruction of students in required skills, citizenship and subject matter
- Shall be responsible for maintaining classroom environment conducive to learning
- Shall be responsible for the evaluation of student academic and social growth
- Shall perform basic attendance accounting and business services as necessary
- Shall participate in inservice training as directed
- Plans appropriate learning experiences
- Creates an atmosphere through personal example and positive relationships with students which inspire a love for learning
- Monitors students' progress and evaluates the students' achievement in relation to learning objectives
- Reports student's progress to parents and school personnel through the preparation of reports and/or the holding of conferences
- Creates a functional and attractive learning environment
- Plans, communicates, and coordinates with Transportation, sites (principal, teachers, secretaries), parents/guardians of the appropriate schedule
- Maintains professional competence through participation in inservice education activities provided by the District and self-directed professional growth activities
- Participates cooperatively with other professionals
- Selects and requisitions books, instructional aids and supplies to the extent needed and as approved by the Director of Curriculum
- Maintains standards of student behavior
- Maintains a safe learning environment
- Participates in curriculum and other developmental programs within the school or District level
- Shares in the sponsorship of student activities and participates in faculty committees
- Plans and coordinates the work of aides and other para professionals assigned to him/her
- Works cooperatively with staff toward resolution of mutual concerns
- Interacts positively with colleagues, employers, parents, and community

EMPLOYMENT STANDARDS:

- Ability to meet physical requirements necessary to safely and effectively perform required duties.
- Ability to follow oral and written directions.
- Ability to get along with co-workers and deal with the general public tactfully, courteously and professionally.

KNOWLEDGE OF:

- Current instructional and curriculum practices
- District policies and procedures
- General record keeping practices
- School rules and safety procedures
- Student assessment strategies
- State teaching and curriculum standards for all grade levels

SKILL AND ABILITY TO:

- Plan, organize, and direct instructional activities for school age children
- Work effectively with students, staff and parents
- Analyze assessment data
- Communicate effectively with students, parents and staff both verbally and in written form
- Assess and prescribe according to student academic needs
- Work with students of varying ages
- Work with, challenge, and engage high achieving students
- Effectively communicate and work with all site administrators

PHYSICAL FUNCTIONS:

- Sit and stand for extended periods of time.
- Reach in all directions.
- Ability to lift 25 pounds maximum or carry any objects weighing up to 15 pounds.
- Bend, twist, kneel and stoop.
- Write legible reports.
- Read notes, memos and printed material.
- Speak clearly and communicate effectively.

EDUCATION AND EXPERIENCE:

- Valid California credential authorizing service

WORK YEAR:

185 days

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This organization is a Drug and Tobacco-Free Workplace.

This organization requires a successful candidate to provide employment eligibility and verification of a legal right to work in the United States in compliance with the Immigration Reform and Control Act.