

**FRESNO UNIFIED SCHOOL DISTRICT
POSITION DESCRIPTION**

TITLE:	Resource Teacher/ Categorical Programs	REPORTS TO:	Principal
DEPARTMENT:	Instructional Support Service	CLASSIFICATION:	Certificated
FLSA:	Exempt	WORK YEAR:	192 Days or 215 Days
EFFECTIVE:	June 28, 1994	SALARY:	Teacher's Salary Schedule .05 Factor 192 Days .175 Factor 215 Days

GENERAL SUMMARY:

Responsible for implementation of categorical programs including in-service training for teachers, parents, Para-professionals, tutors, and others working in categorical programs.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

Assist categorical program coordinators in program development and revisions, which may require absence from home school site.

Attend regular in-service meetings conducted by coordinators in Instructional Support Services.

Assist in testing and evaluating students' progress.

Supervise the prescriptive instruction of students working through the labs.

Plan instruction for individual students or with small groups in a teaming situation with the classroom teacher.

Assist with institutes and workshops.

Attend conferences related to professional growth in the area of responsibility.

Supervise purchase of materials and equipment for categorical programs.

Serve on interview committees for prospective teachers and aides.

Organize, code, and manage multi-media materials for teachers, aides, and students' use.

Provide leadership in program implementation.

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Maintain cooperative and supportive attitude.

Establish teacher rapport in order to provide effective in-service assistance.

Keep principal informed on new developments in categorical programs.

Assist principal in solving instructional problems.

Act as liaison among coordinators, administrators, and teachers in interpreting goals, objectives, and activities related to categorical programs.

Inform coordinators of specific needs or problems arising from in-service programs at each school site.

Attend workshops, visit programs in other districts, and remain flexible in adapting to changes in work environment.

Assume additional responsibilities, tasks, and duties as may be determined by the principal or his/her designee.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

California credential appropriate to the grade and subject area.

Three years of successful teaching experience, one of which must be in a low socioeconomic attendance area.

Knowledge of and ability to relate to needs of students and parents of varying ethnic, cultural, and socio-economic backgrounds.

Knowledge of and ability to integrate new instructional methods into effective instructional practices.

Ability to work cooperatively with faculty and staff.

Knowledge of local, state and federal programs, applications, guidelines, and philosophy.

Knowledge of instructional programs at all levels.

Ability to work cooperatively with parent and community groups.

Knowledge of curriculum and program development.

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WORKING CONDITIONS:

Light to moderate physical effort; frequent standing or walking; periodic handling of light weight parcels or supplies. Rapid paced work, moderate to high levels of stress. Classroom environment.

CONTACTS:

Daily contacts with principal, teachers, coordinators, other District personnel and students.
Frequent contact with parents, other site and central office administration and staff.

CED060
06/28/94