

FRESNO UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Teacher, Individual & Small Group Instruction (ISGI)	REPORTS TO:	Principal
DEPARTMENT:	Site Specific	CLASSIFICATION:	Certificated
FLSA:	Exempt	WORK YEAR:	12 Months
BOARD APPROVAL:	July 28, 2004	SALARY:	Teacher=s Salary Schedule

BASIC FUNCTION:

Provide instruction in the least restrictive environment according to an individual's identified needs. Teacher serves students within the Designated Instruction Services (DIS) Program.

REPRESENTATIVE DUTIES:

Participate in the development of the student's Individualized Education Program (IEP). *E*

Provide individualized or small group instruction as outlined in the IEP. *E*

Case Manage and keep concise records on each student. *E*

Evaluate the progress of each student. *E*

Prepare instructional materials for students having a possible grade level span from infant through age 22. *E*

Provide services and materials to staff members as requested. *E*

Consult frequently with professional staff including psychologists, Special Education and General Education personnel regarding the progress of each pupil. *E*

Provide parents with information regarding the progress of each student and suggest ways in which they may assist. *E*

Provide vocational career guidance and transition information to students when appropriate. *E*

Perform related duties as assigned.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from an accredited college or university. Prefer three years of experience working in an organized setting with students who have learning disabilities. California

Credential authorizing instruction in the appropriate area of handicap.

LICENSES AND OTHER REQUIREMENTS:

Special Education Credential, Resource Specialist Certificate of Competency and three (3) years teaching experience. Valid California Driver's License.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Curriculum and instruction programs of the District.
Special Education concepts and regulations as they relate to the education of children.
Basic subjects taught in District schools including mathematics, grammar, spelling, language, and reading.
Correct English usage, grammar, spelling, punctuation, and vocabulary.
Child guidance principles and practices
Safe practices in the classroom.
Interpersonal skills using tact, patience and courtesy.
Basic record-keeping techniques.
IEP practices and procedures.
Health and safety regulations.
California Education Codes.
Policies and regulations of the District.

ABILITY TO:

Assist students in a flexible and understanding manner.
Provide instruction and communicate with assigned students.
Modify and prepare instructional materials for students.
Establish and maintain effective relationships with adults and students.
Understand and follow oral and written directions.
Speak, read, and write clearly and distinctly.
Work cooperative with District personnel and others.
Assure compliance with applicable District policies, procedures and government regulations.
Apply sections of the State of California Education Code and other laws as necessary.
Interpret, apply and explain rules, regulations, policies, procedures, and government regulations.
Meet schedules and time lines.
Communicate effectively, both orally and in writing.
Complete work with many interruptions.

WORKING CONDITIONS:

ENVIRONMENT:

Classroom

Teacher may travel from school to school

PHYSICAL ABILITIES:

Dexterity of hands and fingers to write reports and prepare materials; reaching overhead, above the shoulders and horizontally; and standing for extended periods of time.

E - Essential Function