

# Grass Valley School District

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<b>POSITION TITLE:</b>	<b>SUMMER SUPPORT TEACHER</b>
<b>SALARY PLACEMENT:</b>	<b>OTHER INSTRUCTIONAL POSITIONS: SUMMER PROGRAM TEACHERS</b>
<b>REPORTS TO:</b>	<b>SITE PRINCIPAL/CHILD DEVELOPMENT DIRECTOR</b>

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## **BASIC FUNCTION**

Under the direction of the Superintendent, Assistant Superintendent, Coordinator, Director, Principal, or Vice Principal, the job of “Teacher” is done for the purpose of facilitating student success in academic skills through implementing district-approved curriculum; documenting teaching and student progress toward standards, activities and/or outcomes; addressing specific educational needs of students; providing a safe and optimal learning environment and providing feedback to students, parents and administration regarding student progress, expectations, goals, etc.

## **ESSENTIAL FUNCTIONS:**

Essential functions may include, but are not limited to the following:

1. Instruct students for the purpose of improving their academic skills through a defined course of study.
2. Utilizes lesson plans for the purpose of implementing district and state curriculum guidelines.
3. Prepares teaching materials and documentation, e.g. grades, attendance, etc., for the purpose of implementing lesson plans and providing written support and/or conveying information.
4. Advises parents or legal guardians for the purpose of providing a method to support and/or reinforce classroom objectives at home.
5. Assists other teachers for the purpose of implementing curriculum.
6. Assesses student for the purpose of providing feedback to student, parents, and administration, i.e., student’s progress toward standards, expectations, goals, etc.
7. Collaborates with school personnel, parents and community members for the purpose of improving the quality of student outcomes, developing solutions and planning curriculum.
8. Monitors student activities, e.g. classroom, grounds, etc., for the purpose of providing a safe and optimal learning environment.
9. Reports incidents, e.g. fights, suspected child abuse, suspected substances abuse, etc., for the purpose of maximizing students’ personal safety and adhering to Education Code, district and/or school policies.
10. Directs instructional assistants, volunteers and/or student aides for the purpose of providing an effective school program and ensuring that the needs of the students are met.
11. Demonstrates methods required to perform assignments and/or skills, i.e. lab experiments, athletic techniques, etc., as required for the purpose of providing the students with the necessary skills to perform the tasks safely and/or accurately.

## **EDUCATION AND EXPERIENCE:**

1. Any combination equivalent to: bachelor's degree and additional certification related to students served.
2. Prior job related experience and/or education.
3. Skills to motivate students, communicate with individuals from varied educational and cultural backgrounds, direct support personnel, evaluate performance
4. Knowledge of age-appropriate teaching methods, state curriculum framework, awareness of education code and board policies.
5. Ability to stand and walk for prolonged periods, perform a variety of specialized and responsible tasks, maintain records, establish and maintain cooperative working relationships with students, parents, other school personnel, meet schedule and deadlines; adheres to and follows school district policies and procedures. Significant physical abilities include lifting/carrying, reaching/handling, talking/hearing conversations, near/far visual acuity/depth perception/accommodation/field of vision.

## **LICENSES AND OTHER REQUIREMENTS:**

1. Valid Teaching Credential for appropriate level of instruction and/or subjects.
2. Valid California driver's license.
3. TB test clearance.
4. Criminal Justice fingerprint clearance.

**TEACHER**

**PHYSICAL REQUIREMENTS:**

Employees in this position must have the ability to:

1. Sit and stand for extended periods of time.
2. Exhibit manual dexterity to dial a telephone, to enter data into a computer, and to perform classroom tasks using both hands.
3. See and read printed matter with or without vision aids.
4. Hear and understand speech at normal classroom levels, outdoors and on the telephone.
5. Speak so that others may understand at normal classroom levels, outdoors and on the telephone.
6. Stand, walk, and bend over, reach overhead, grasp, push, pull and move, lift and/or carry up to 1 to 20 pounds to waist height.

<b><u>Endurance</u></b>	<b><u>Minutes At One Time</u></b>	<b><u>Total Hours In An 8-Hour Day</u></b>
Sit	0-30 min.	3-5
Stand	0-5 min.	0-2
Walk	0-5 min.	3-5
Drive	0-30 min.	0-2
Keyboarding	0-5 min.	1-4

	<b>NVR 0%</b>	<b>RARE 1-5%</b>	<b>SELD 6-19%</b>	<b>OCCAS 20-33%</b>	<b>FREQ 34-66%</b>	<b>CONT 67-100%</b>
<b>LIFT</b>						
1 - 10 lbs.						X
11 - 20		X				
21 - 35		X				
36 - 50		X				
51 - 75		X				
76 - 100		X				
<b>CARRY</b>						
1 - 10 lbs.					X	
11 - 20		X				
21 - 35		X				
36 - 50		X				
51 - 75		X				
76 - 100		X				
<b>PUSH</b>						
1 - 10 lbs.			X			
11 - 20		X				
21 - 35		X				
36 - 50		X				
51 - 75		X				
76 - 100		X				
<b>PULL</b>						
1 - 10 lbs.			X			
11 - 20		X				
21 - 35		X				
36 - 50		X				
51 - 75		X				
76 - 100		X				

	<b>NVR 0%</b>	<b>RARE 1-5%</b>	<b>SELD 6-19%</b>	<b>OCCAS 20-33%</b>	<b>FREQ 34-66%</b>	<b>CONT 67-100%</b>
Bend/Stoop					X	
Twist				X		
Crouch/Squat				X		
Kneel			X			
Crawl		X				
Walk-Level					X	
Walk-Uneven		X				
Climb Stairs		X				
Climb Ladder		X				
Reach Shoulder			X			
Use Arms						X
Use Wrists						X
Use Hands						X
Handling						X
Fingering					X	
Foot Control				X		
<b>ENVIRONMENT</b>						
Inside						X
Outside				X		
Heat	N	O	R	M	A	L
Cold	N	O	R	M	A	L
Dusty	N	O	R	M	A	L
Noisy	N	O	R	M	A	L
Humid	N	O	R	M	A	L
<b>HAZARDS:</b>	<b>Blood Borne Pathogens X</b>					
Mechanical	Radiant		Explosive			
Burns	Electrical		Other			

**TEACHER**

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Grass Valley School District is an equal opportunity employer and prohibits unlawful discrimination and/or harassment of district employees, job applicants, in educational programs and activities based on any legally protected characteristics, actual or perceived, including, but not limited to: race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, sex, sexual orientation, gender, gender identity or gender expression or association with any of the aforementioned protected group statuses. No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position(s) or program for which application has been made. It is the responsibility of the applicant to notify the employer of any necessary modifications to the job or work site in order to determine whether the employer can reasonably accommodate any known disability. The Grass Valley School District prohibits sexual harassment and maintains a tobacco-free, drug-free environment. Inquiries regarding the District's nondiscrimination policies may be directed to the Superintendent or designee.

The information contained in this job description is for compliance with the American with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

I, \_\_\_\_\_ have read and received a copy of this job description, and understand that a copy of this job description will become part of my personnel file.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date