

# Maywood-Melrose Park-Broadview School District 89

## Resource Teacher

### THIS JOB DESCRIPTION IS A GUIDELINE AND IS NOT INCLUSIVE OF ALL DUTIES AND RESPONSIBILITIES

- Qualifications:**
- Bachelors' Degree or higher;
  - Valid Illinois Professional Educators Licensure - LBS1 Endorsement;
  - Minimum three years successful teaching in a Special Education Classroom;
  - Such alternatives as the Board of Education may find appropriate and acceptable.
- Reports To:** Principal/Assistant Principal
- Location:** District 89 Elementary School
- Terms of Employment:** Works 181 days – Salary and benefits per MEA Contract
- Job Goal:** Provides instructional and supportive services to eligible students with disabilities which are specifically designed to remediate deficit areas and enable each student to develop and fulfill their academic potential.
- Duties and Responsibilities:**
- Teacher prepares lesson plans and instructional materials to provide direct individualized and/or small group instruction to eligible students as specified in each student's IEP using a variety of High Yield Strategies (must be prepared to show written evidence of plans upon request);
  - Co-planning and co-teaching with regular education classroom teacher;
  - Integrates various learning technology applications that supports instruction, improves student achievement and encourages students to be critical thinkers;
  - Implements instructional activities that contributes to a climate where students are actively engaged in meaningful learning experiences;
  - Identifies, selects and modifies instructional resources to meet the needs of the students with varying backgrounds, learning styles and specific needs;
  - Establishes standards-based goals and objectives for all lessons and utilizes well-defined benchmarks for evaluating lessons;
  - Administers and grades classwork, homework, tests and assignments providing regular feedback on students' progress;
  - Implements and maintains effective management with standards for student behavior and administers discipline according to the board policy;
  - Monitors student behavior in non-instructional areas as assigned or required and intervenes to control and modify disruptive behavior;
  - Evaluates students' academic and social growth, maintains effective and efficient records;
  - Consistently assesses student achievement through formal and informal testing;
  - Administers group standardized ability and achievement tests, and interprets data to determine student strengths and areas of need;
  - Interprets student performance data and implements approved Response to Intervention strategies;
  - Communicates with parents through conferences and other means to discuss students' progress including test data results showing areas in which the student needs additional help to achieve success;
  - Conducts IEP Team Meetings giving input and assisting with planning as related to individualization and inclusion;
  - Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude and learning problems;

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- Creates an effective environment for learning through functional and attractive displays, bulletin boards and interest centers;
- Plans purposeful tasks for Instructional Assistants and/or volunteers, when assigned, to help support the students' academic success;
- Presents a positive role model for students that supports the mission of the District;
- Demonstrates behavior that is professional, ethical and responsible;
- Participates in all staff development programs;
- Participates in continued Professional Development and Personal Growth;
- Attends and participates in faculty meetings and serves on staff committees as required;
- Preserves the confidentiality of all students and parents/guardians and staff;
- Works in partnership with other staff members to complete tasks relevant to enhancing the academic success of students;
- Performs such other duties and assumes such other responsibilities as may be assigned by the Principal/Assistant Principal, District Administrator and/or the Superintendent.

### Essential Functions:

- Ability to communicate clearly and concisely in oral and written form;
- Ability to work independently and multi-task in an unsupervised environment;
- Ability to respond effectively to oral and written direction;
- Ability to work as part of a team;
- Ability to stand, walk, sit, squat, bend and climb stairs;
- Able to work with small and large student groups;
- Ability to disseminate and comprehend student data;
- Ability to meet daily attendance requirements.

### Evaluation:

- Performance of this position will be evaluated by the Principal/Assistant Principal, and/or District Administrator in accordance with the Board's policy on "Evaluation of Professional Personnel" and the Illinois State Performance Evaluation Reform Act of 2010.