

PASS CHRISTIAN PUBLIC SCHOOL DISTRICT

GIFTED TEACHER

MSIS COURSE/WORK CODE(S):

662001 – Intellectually Gifted (IG) – Comprised of students ruled intellectually gifted (IG).
Use this code only for students in grades 2-8.

Required Endorsement(s): 207

QUALIFICATIONS:

1. Bachelor's Degree from an accredited college.
2. Special academic training in education of the gifted.
3. Class "A" certificate or higher with endorsement in "gifted and talented".

REPORTS TO:

Principal, Director of Special Education, and/or Designee

JOB GOAL:

To provide an inquiry approach to learning based on scientific method of inquiry.

PERFORMANCE RESPONSIBILITIES:

1. Meets and instructs all assigned classes in the locations and at the times designated.
2. Implements by instruction and action the district's philosophy of education and instructional goals and objectives in such a manner as to improve learning for students.
3. Assists the administration in implementing in a positive manner all policies and/or rules governing student life and conduct. In the classroom, develops, maintains, and enforces reasonable rules of classroom behavior in a fair and just manner so as to ensure that order and decorum are maintained at all times.
4. Maintains accurate, complete, timely and correct records as required by law, district policy, and administrative regulation.
5. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.

6. Prepares lesson plans for classes assigned following School Board policy, and district administrative procedures. Prepares emergency lesson plans.
7. Develops and maintains a classroom environment conducive to effective learning. Sets and maintains standards of classroom behavior which promotes the teaching and learning process.
8. Establishes and maintains open lines of communication with students and their parents concerning both the academic and behavioral progress of all assigned students and makes a concerted effort to resolve conflicts and differences.
9. Participates in the development of the Instructional Management Plan for the subject areas assigned following School Board policy and district administrative procedures.
10. Strict adherence to pilot project requirements.
11. Assists in screening process for identification of gifted students.
12. Assists each student in development and understanding of his/her own unique capabilities and limitations.
13. Assists students in developing good research skills which will enable them to learn independently.
14. Develops group and individual instructional activities related to the needs and abilities of the students.
15. Plans, organize, and carry out activities as needed to enhance the learning objectives of the program.
16. Develops objectives for the program based upon both the uniqueness of the members and the common interest.
17. Plans the educational program for the coming year and make budget requests based upon needs.
18. Evaluates student progress toward the stated goals.
19. Maintains all necessary and/or required records of student participation and achievement and assume responsibility for confidentiality of all records.
20. Maintains frequent and regular communication with the school administrators concerned with the program.

21. Maintains positive parent contacts - minimum four times a year.
22. Assists in Staff Development for regular education staff.
23. Agrees and obligates to successfully meet the State Department of Education and district requirements for staff development.
24. Plans instruction to achieve selected objectives.
25. Organizes instruction to take into account individual differences among learners.
26. Obtains and uses information about the needs and progress of individual learners.
27. Obtains and uses information about the effectiveness of instruction to revise it when necessary.
28. Uses instructional techniques, methods, and media related to the objectives.
29. Communicates with learners.
30. Demonstrates a repertoire of teaching methods.
31. Reinforces and encourages learner involvement in instruction.
32. Demonstrates an understanding of the school subject being taught and demonstrates its relevance.
33. Organizes time, space, materials, and equipment for instruction.
34. Demonstrates high expectations for learners' academic performance.
35. Demonstrates enthusiasm for teaching and learning and the subject being taught.
36. Helps learners develop positive self-concepts.
37. Manages classroom interactions.
38. Meets professional responsibilities.
39. Engages in professional self-development
40. Performs such other tasks and assume such other responsibilities as the Principal, Director of Special Education, and/or Designee may assign from time to time.

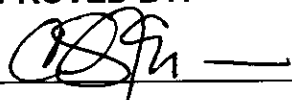
TERMS OF EMPLOYMENT:

Salary and length of contract to be determined by the Board of Trustees.

EVALUATION:

Performance of this job will be evaluated annually in accordance with provisions of Board policy on evaluation of professional personnel.

APPROVED BY:

 _____ DATE: 7-1-17

REVIEWED AND AGREED TO BY:

_____ DATE: _____

REVISED APRIL 2013