

# **SPEED JOB DESCRIPTION**

## **Job Title**

ESY Teacher

## **Supervisor**

Principal/Program Administrator

## **Position Guide**

Certified – Non Exempt

## **Salary Range**

In Compliance with SEA Bargaining Agreement

## **Qualifications**

- Hold an Illinois Professional Educator License with LBS1 certification and/or appropriate subject matter endorsement
- Demonstrate excellence in verbal and written communications.
- Experience with collaborative groups and processes in a student-centered environment.
- Other qualifications of academic, professional, and personal excellence as the Governing Board may specify.

## **Essential Duties**

1. Demonstrates effective teaching techniques as defined by ISBE and professional group standards consistent with the needs and capabilities of the students in the classroom.
2. Employs a variety of instructional techniques and instructional media, consistent with the needs, interests and capabilities of the students.
3. Prepares for classes, and shows written evidence of preparation through lesson planning. Monitors and assesses student progress in order to provide feedback on a regular basis to students, their parents and supervisory personnel.
4. Completes and maintains appropriate records, files follow-up reports in a timely manner.
5. Is an instructional team member who collaborates with colleagues, administrators, teachers and parents working toward appropriate services for students.

## **Job Responsibilities**

1. Makes professional decisions that demonstrate support of the mission, goals and best interest of SPEED.
2. Utilizes community, state and national resources where necessary to promote the safety and welfare of students.
3. Responsible for all assigned students and educational support staff while in the classroom, on school grounds, during community activities.
4. Other duties may be assigned.

## **Skills/Competencies**

- Ability to read analyze and interpret documents including correspondence in print or electronic formats.
- Ability to establish and maintain effective working relationships with all members of the school community.
- Ability to communicate clearly and concisely in verbal or written form.
- Ability to write reports as needed. The ability to effectively present information and respond to questions is required.
- Ability to perform essential duties and SPEED policies.

## **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to...

- Sit, stand, talk and hear for extended periods of time, operate electronic equipment; and reach with hands and arms and will repeat actions with the same hand, arm or finger motion.
- Have vision abilities required include close vision, and the ability to adjust focus.
- To have regular lifting, carrying, bending, pushing, and/or pulling and significant finger dexterity actions.

- Ability to physically manage and/or restrain students weighing up to 250 pounds, with assistance, when needed.

**Ethics**

All district employees are expected to maintain a high level of ethical behavior and confidentiality of information regarding students, personnel, and all job related matters. In addition, all staff are expected to serve as a positive role model and work to ensure a safe building environment.

**Terms of Employment**

May 30-June 30, 2023

**Hiring Contact:**

**ACKNOWLEDGEMENT FOR RECEIPT OF JOB DESCRIPTION**

I have received a copy of the Job Description and have read and understand its contents.

\_\_\_\_\_  
Employee Name (Please Print)

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Coordinator of District Programs and Services

\_\_\_\_\_  
Date