JOB DESCRIPTION
CROSS CATEGORICAL RESOURCE TEACHER
SPECIALIZED STUDENT SERVICES

JOB DESCRIPTION CREATION / REVISION DATE: 4/17/2012

POSITION TITLE: Cross Categorical Resource Teacher

DEPARTMENT: Specialized Student Services

REPORTS TO: Building Principal

SUPERVISES: N/A

POSITION GOAL(S):
To provide individualized instruction as mandated by individual student IEPs.

JOB DUTIES / ACCOUNTABILITIES:
1. Provide direct services and instruction as mandated by the student’s IEP.
2. Administration of classroom, district and state assessment.
3. Modification of classroom assignments and tests for caseload students.
4. Ongoing collaboration and communication with parents and staff.
5. Complete diagnostic components determined on domains sheet.
6. Shared responsibility for testing students as determined by School Service Team discussion.
7. Enter diagnostic information into data based screens and create hard copy of diagnostic report.
8. Attend School Service Team and IEP meetings.
9. Complete data based screens for annual reviews/re-evaluations for case load students.
10. Shared responsibility for entering present levels of information for initial evaluations including ELL evaluations as determined by School Service Team discussions.
11. Update progress reports per grading period.
12. Collaborative grade reporting with General Education teachers.
14. Create data driven goals and objectives based on student needs, grade level, and state standards for case load students.
15. Monitor case load for annual review and re-evaluation dates.
16. Oversee that all services on an IEP are implemented.
17. Oversee that goals are updated on data based screens by case manager and/or related service staff.
18. Attend contract meetings.
19. Attend school professional development.
20. Other duties as assigned.

EXPERIENCE / KNOWLEDGE:
Previous experience in Special Education.

EDUCATION:
1. Professional Educator’s License with LBS 1 endorsement.
2. Bilingual - Spanish/English (written/verbal) preferred.
PHYSICAL DEMANDS:
1. Requires prolonged sitting, standing, or frequent movement.
2. Must work indoors or outdoors to support student needs.

TERMS OF EMPLOYMENT:
This is a 9-month position. Salary and benefits as established by the Board of Education.

EVALUATION:
Performance of this job will be evaluated in accordance with provisions of the Board’s policy on evaluation of employees.

Employee Signature: ____________________________ Date: ______________

Supervisor Signature: ____________________________ Date: ______________