



## ***EL TEJON UNIFIED SCHOOL DISTRICT***

**Sara Haflich**  
District Superintendent

### ***CERTIFICATED JOB POSTING FOR THE 2023-24 SCHOOL YEAR***

#### **Frazier Mountain High School**

Mathematics Teacher  
Single Subject Mathematics Credential required

#### **Frazier Park School**

Special Education Teacher  
Mild/Moderate Credential required

#### **El Tejon School**

Special Education Teacher  
Mild/Moderate Credential required

#### **Looking to Fill one position per site**

Depending upon number of applicants

Interim Mathematics Intervention Teacher, .6 FTE  
or  
Interim Mathematics Intervention Teacher, Full Time

Salary \$50,000 to \$97,570

Please apply online at [www.ed-join.org](http://www.ed-join.org)

Please submit a letter of interest to the Superintendent  
at the District Office by Friday, April 21, 2023.

## **El Tejon Unified School District**

### **POSITION TITLE: Academic Intervention Teacher**

**QUALIFICATIONS:** Must have a degree in elementary education or other content specific area (i.e. reading or mathematics). Minimum of three years successful teaching experience preferred.

#### **PERFORMANCE EXPECTATIONS:**

Assesses children throughout the school and identifies children at-risk.

Designs and implements academic interventions using research-based methodology in reading and/or math.

Communicates with school personnel and parents of children regarding reading and/or math level and rate of progress.

Differentiates instruction based on assessment data.

Documents interventions and progress on each child with whom you support.

Assists teachers by providing professional development in the area of early literacy as needed.

Works with the school leadership team to guide and monitor the progress of each child.

Participates in team reviews concerning academic progress for students who are struggling or are in need of services.

Shares student data with applicable teachers and administration.

Provides pre and post-assessment data to teachers and administrators.

Provides small group instruction. Provides an atmosphere and environment conducive to the intellectual, physical, social and emotional development of each student to ensure success.

Supervises students in a variety of school related settings.

Communicates and interacts with students, parents, staff and community. Develops, selects and modifies instructional plans and materials to meet the needs of all students.

Maintains appropriate records and follows required procedures and practices.

Monitors appropriate use and care of equipment, materials and facilities.

Administers informal and formal assessments.

Evaluates and assesses student progress against instructional objectives.

Manages classroom organization.

Work cooperatively with the administration and staff to schedule meetings.  
Knowledge of educational research, trends, and best practices.

Assists in designing, upholding and enforcing school rules, administrative regulations and School Board Policy.

Actively participates in faculty and/or department meetings.

Assists in the preparation of data for local, state and federal reports.

Performs duties as assigned.

### **GENERAL DEFINITION AND CONDITIONS OF WORK:**

Duties performed typically in a school setting.

Performs professional work providing teaching and/or training services to students in a specialized subject.

Work requires frequent standing, sitting, light lifting up to 10 pounds, walking, vocal communication for expressing or exchanging ideas, hearing to perceive information at a normal spoken word level and visual acuity for preparing and analyzing written or computer data.

REPORTS TO: Site Principal

## El Tejon Unified School District

# **CERTIFICATED TEACHER**

### **JOB DESCRIPTION:**

Under the supervision of the school principal, or designee, the Certificated teacher is responsible for the instruction of students assigned including the progress of students toward standards of expected achievement, the instructional techniques and strategies to be utilized, the adherence to District established curricular objectives and the establishment and maintenance of a suitable learning environment. Teachers are responsible for the performance of such other duties as required to support the instructional program, the welfare of students within the school system and the teaching profession.

### **MAJOR DUTIES:**

1. INSTRUCTION: Progress of Students Toward Standards of Expected Achievement.
  - 1.1 The teacher assesses the students' academic readiness, language proficiency, and cultural background, plans and provides instruction and learning activities, and accesses student performance to assure progress toward standards of expected student achievement.
  - 1.2 The teacher maintains accurate records of student performance to provide a method to access student progress toward standards of expected achievement.
  - 1.3 The teacher manages the student learning program both in class and outside class to assure progress towards standards of expected achievement.
2. INSTRUCTION: Instructional Techniques and Strategies Utilized:
  - 2.1 The teacher maintains his or her knowledge of students taught and instructional techniques relating to those subjects at a high level.
  - 2.2 The teacher maintains his or her skills relative to subjects taught and effective instructional techniques at a high level through participation in District and self-selected in-service training and educational progress designed to enhance those skills.
  - 2.3 The teacher plans instruction that incorporates appropriate strategies to meet the learning needs of all students.
  - 2.4 The teacher prepares lesson objectives and strategies previous to instruction in order to assure student understanding of the subject matter and high quality student learning.
  - 2.5 The teacher presents the instruction with enthusiasm and communicates value for the material taught.

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- 2.6 The teacher plans for and utilizes techniques to motivate students to learn the materials taught.
- 2.7 The teacher uses instructional techniques which are appropriate to the lesson objectives, appropriate to students being taught, and effectively result in desired student learning outcomes.
- 2.8 The teacher addresses the needs of English learners and students with special needs to provide equitable access to the content.

3. INSTRUCTION: Adherence to Established Curricular Objectives

- 3.1 The teacher demonstrates knowledge of subject matter, academic content standards, and curriculum frame works. The teacher maintains a high level of knowledge of the approved curriculum, courses of study, and instructional materials relative to his/her assignment. The teacher plans and implements instruction which is consistent with the approved curriculum and course of study. The teacher utilizes standards aligned instructional materials, supplementary instructional materials and teacher developed instructional materials which are consistent with the approved curriculum and course of study.
- 3.2 The teacher applies knowledge of student development and proficiencies to ensure student understanding of subject matter.

4. INSTRUCTION: Establishment and Maintenance of a Suitable Learning Environment.

- 4.1 The teacher establishes and maintains a relationship of mutual respect with students assigned.
- 4.2 The teacher establishes, manages, and supervises the discipline of students under his/her supervision to promote effective learning and student safety and welfare.
- 4.3 The teacher manages the activities conducted under his/her supervision to promote effective learning; and student safety and welfare.
- 4.4 The teacher manages the room arrangement and room decoration under his/her control to promote effective learning and student safety and welfare.

5. OTHER DUTIES

- 5.1 The teacher completes required reports and inventories appropriate to his/her assignment.

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- 5.2 The teacher attends and participates in required staff and student meetings appropriate to his/her assignment.
- 5.3 The teacher supervises students in out-of-classroom assignments to promote student safety and welfare.
- 5.4 The teacher establishes professional goals and engages in continuous and purposeful professional development.
- 5.5 The teacher collaborates with colleagues to support teacher and student learning.
- 5.6 Teacher works with families to support student learning.
- 5.7 Teacher demonstrates professional responsibility, integrity and ethical conduct.
- 5.8 The teacher maintains positive working relationships with the parents of his/her students and keeps parents informed of student progress through such methods as required and teacher supplemental progress reports; parent conferences; back-to-school night; and open house.
- 5.9 The teacher maintains positive, professional working relationships with other employee within the school system.
- 5.10 The teacher plans and supervises the work of Instructional Aides with the students assigned to that teacher.
- 5.11 The teacher adheres to the duly approved rules and regulations adopted by the Board of Trustees and approved through the Certificated Master Agreement.
- 5.12 The teacher adheres to the professional Code of Ethics adopted by the State of California.
- 5.13 The teacher advises and supervises student clubs and class activities as appropriate to his/her assignment and subject to the limitations of the Certificated Master Agreement.
- 5.14 The teacher performs adjunct duties relative to student social, athletic, musical and dramatic events as appropriate to his/her assignment and subject to the limitations of the Certificated Master Agreement.

**QUALIFICATIONS:**

Possession of a current California Teacher Credential appropriate to the assignment.