

Dolores School District RE-4A Job Description

Professional Elementary Teacher

Reports To: Elementary Principal

Qualifications:

- 1st Preference ... Professionals holding a valid Colorado license for the area of primary teaching responsibility.
- 2nd Preference; ... Eligible to become licensed by the State of Colorado in the endorsed field within 30 days of hire. *This applies to out-of-state professionally licensed teachers, pending alternative license holders and Boettcher program fellowships.*

*** Note ***

It is the employee's responsibility to provide the Dolores School District RE-4A with a valid Colorado Teachers License within 30 days of employment. Failure to do so will result in placement on the substitute teacher's salary scale, or possible loss of position.

Responsibilities:

District-level Curriculum Responsibilities:

1. Align resources used to support the District's curriculum.
2. Align classroom instruction to the scope and sequence and pacing of the District's curriculum and to the District's assessment calendar.
3. Analyze and interpret student assessment data to diagnose each student's learning in order to differentiate instruction to meet each student's instructional needs.
4. Incorporate research-based instructional strategies in the teaching of the District's curriculum.
5. Seek and actively participate in appropriate, ongoing professional development.
6. Participate collaboratively with colleagues to reflect on one's teaching practices.
7. Ensure equal access to curriculum and equitable delivery to each student.
8. Encourage parents to support student learning.

Building-level Teaching Responsibilities:

- Knowledge of content-related pedagogy
- The ability to assess student learning by using various methods to monitor the effectiveness of teaching strategies.
- The ability to differentiate instruction.
- The ability to use technology to communicate, record assessment results, and research current trends in language arts and math instruction.
- The desire to engage in continuing education and skills improvement.
- Coordinate the READ ACT process (assessment analysis, ILP determination, Alpine Achievement recordkeeping, conferencing with parents twice a year)
- Gather information and assist in preparing the school-wide Title I Plan

- Assist in the preparation and submission of Title I reports
 - Keep all records as regulated by the Title I program
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- Collaborate with para-educators to coordinate educational technology with other aspects of target instruction.
 - Coordinate instructional schedules to allow student access to educational technology
 - Mentor and coach para-educators as they work with individual students or small groups under
 - Coordinate other learning opportunities for students such as: summer school or tutoring opportunities.
 - Stay current with all DIBELS programming and technology
 - Administer DIBELS assessment benchmarking periods.
 - Monitor the progress of identified students using DIBELS.
 - Participate in parent teacher conferences and team meetings.
 - Communicate progress-monitoring data to parents on an on-going basis.
 - Assist in planning and administrating assessments including a timeline for administration and PLC discussion of results.

The above statements are intended to describe the general nature of work to be performed. They should not be construed as an exhaustive list of all responsibilities.

Physical Requirements:

Ability to lift a minim of 25 lbs
Possess a valid Colorado Drivers license

Terms of Employment:

- Salary will be based on the teacher pay scale.
- Work day and year is based on the annual board approved calendar
- Performance evaluations will be based on the State of Colorado's RANDA system.

Approved: May 1996
Revised: January 2019

Dolores School District RE-4A, Dolores, Colorado