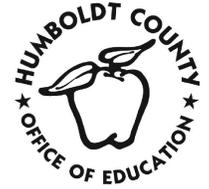


HUMBOLDT COUNTY OFFICE OF EDUCATION
CERTIFICATED JOB DESCRIPTION

COURT/COMMUNITY SCHOOL TEACHER



Garry T. Eagles, Ph.D.
Superintendent

General Description

The Court/Community School Teacher shall report directly to the designated program administrator and assume responsibility to plan, develop and implement a broad-based instructional program for high risk youth detained or placed in juvenile hall or approved for placement in community school programs. The Court/Community School Teacher provides individual, small group and whole-class instruction in basic, remedial and pre-vocational skills according to the adopted curriculum, state and federal regulations, and within any applicable law enforcement/judicial restrictions.

Minimum Qualifications

1. Possess and maintain valid California credential appropriate to the instructional program offered in the court/community schools.
2. Demonstrate competence in communicating effectively with children and parents, staff members and representatives of other agencies.
3. Possess an understanding of the needs and motivations of juvenile offenders and other high risk youth.

Duties and Responsibilities

1. Assesses the instructional needs of students and designs an appropriate sequence of courses and lessons reflecting each individual's growth and development patterns.
2. Provides individual, small group and whole-class instruction according to daily/weekly lesson plans, often in coordination with other teaching staff.
3. Administers educational assessment instruments for program purposes.
4. Actively supervises students and responds to unacceptable behavior in a timely and effective manner utilizing sound behavior modification techniques and motivational strategies.
5. Provides a positive role model for high risk youth.
6. Creates a classroom environment and structure that is conducive to learning and that ensures both student/staff safety.
7. Adheres to all court orders in effect for assigned students.

8. Evaluates students' academic progress, attitude and participation.
9. Assists in security inspections required by law enforcement or probation.
10. Facilitates the students' transitions from one program to another, both within and outside the court/community school realm.
11. Encourages community agency involvement with the educational program to meet the diverse needs of youth.
12. Coordinates the delivery of student services of paraprofessionals and volunteers as appropriate.
13. Establishes and maintains comprehensive student/program files as required.
14. Supports the policies and programs of the Humboldt County Office of Education and performs assigned duties consistent with school, district or office policies, regulations and procedures.
15. Maintains professional competency by actively engaging in employer directed inservice activities and other similar opportunities provided to staff.
16. Cooperatively engages in the professional evaluation process with supervisor to ensure ongoing professional growth and competence.
17. Effectively communicates with staff, parents and agencies.
18. Attends regular and special staff meetings and actively participates as a member of the educational team.
19. Responds effectively to the input from and coordinates tasks with district/school personnel as required by assignment.
20. Performs other related duties.

Special note regarding the physical demands of teaching: There is some degree of physical ability and exertion required of all teaching positions. Over time, the physical demands of any position are subject to change. Depending upon the particular assignment, teachers could be expected to:

1. Stand, sit and/or move about for sustained periods.
2. Move about in non-traditional instructional environments; i.e., areas of the community.
3. Report to multiple worksites in a given day or during the work week.

4. Communicate effectively in-person and via telephone and other electronic media to individuals and groups of varying sizes.
5. Exercise physical control over students who are acting out and/or offer physical assistance to students who might be themselves physically impaired.
6. Conduct instructional programs within pre-designated break periods and time schedules.
7. Maintain an appropriate personal demeanor during periods of heightened stress created by outside factors not always within the ability of the teacher to control at the time.

The Humboldt County Office of Education is committed to the principles of equal employment opportunity. Consistent with that philosophy is the receptivity to consider requests to modify the traditional modes of delivering instructional services to reasonably accommodate an individual's disabilities as long as the quality of the program offered remains consistent with the standards established by the office.

For further information concerning the specific requirements of any particular assignment, please contact the Personnel Office.

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