

RIM OF THE WORLD UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION

TITLE

Guest Teacher

CLASS DEFINITION

To lead students toward the fulfillment of their potential for intellectual, emotional, and psychological growth and maturation; performs other related work as required.

QUALIFICATIONS

Education: Valid California credential authorizing service as a teacher on the assigned level and in assigned subject areas.

Skills: Ability to cooperate and work effectively with students, staff and administrators.

SUPERVISION FROM

Principal or designated administrator

SUPERVISION OVER

1. Students while in assigned classes.
2. Students per negotiated contract.
3. Instructional Assistants in conjunction with the Principal or designated administrator.

TERMS OF EMPLOYMENT

Length of work year and day: On-call as needed.

Salary: \$121.00 per day
\$130.00 per day (longterm)

EXAMPLES OF DUTIES

1. Meets and instructs assigned classes in the locations and at the times designated.
2. Develops and maintains a classroom environment conducive to effective learning within the limits of the resources provided by the district.
3. Prepares for classes assigned, and shows written evidence of preparation upon request of immediate superior.
4. Encourages students to set and maintain standards of classroom behavior.
5. Employs a variety of instructional techniques and instructional media, consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
6. Strives to implement by instruction and action the district's philosophy of education and instructional goals and objectives.

7. Takes all necessary and reasonable precautions to protect students, equipment, materials and facilities.
8. Evaluates student progress on a regular basis.
9. Maintains accurate, complete, and correct records as required by law, district policy, and administrative regulation.
10. Assists in upholding and enforcing school rules, administrative regulations and Board policy.
11. Makes provisions for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms.
12. Attends and participates in faculty meetings.
13. Cooperates with other members of the staff in planning instructional goals, objectives, and methods.
14. Assists in the selection of books, equipment, and other instructional materials.
15. Accepts a share of responsibility for cocurricular activities as assigned.
16. Works to establish and maintain open lines of communication with students and their parents concerning both the broad academic and behavioral progress of all assigned students.
17. Provides for his/her own professional growth through an ongoing program of reading, workshops, seminars, conferences, and/or advanced coursework at institutions of higher learning.
18. Follows the lesson plans designed by the contract teacher to provide consistency in educational planning and implementation.