

PERRIS UNION HIGH SCHOOL DISTRICT

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Board Approved: May 17, 2017  
Revised: October 18, 2017  
Salary Schedule: 102

The Governing Board desires to provide a positive work environment where employees and job applicants are assured of equal access and opportunities and are free from harassment in accordance with law. The Board prohibits district employees from discriminating against or harassing any other district employee or job applicant on the basis of the person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation. BP 4030 The Governing Board prohibits sexual harassment of district employees and job applicants. The Board also prohibits retaliatory behavior or action against district employees or other persons who complain, testify or otherwise participate in the complaint process established pursuant to this policy and administrative regulation. BP 4119.11, 4219.11, 4319.11

**JOB TITLE: TEACHER ON SPECIAL ASSIGNMENT- SCIENCE AND SCIENCE TECHNOLOGY ENGINEERING MATH (STEM) PROGRAMS**

**JOB PURPOSE STATEMENT:** Under the direction of the Assistant Superintendent of Educational Services, provides instructional support for students, teachers, and leadership by modeling and coaching teachers in the effective teaching of the district's science programs. Serves as a resource to teachers, parents and the community by organizing and providing professional development to increase student achievement.

**JOB FUNCTIONS:**

- Collaborates with teachers and district instructional staff to design lessons and Units of Study that incorporate Next Generation Science Standards (NGSS)
- Designs and conducts professional development sessions and coaches teachers in effective research-based strategies to support all learners; co-teaches in the classroom when needed
- Facilitates the Science Subject Area Council (SAC) and ensures that policies and procedures developed in SAC reflect the goals in the Local Educational Agency (LEA) plan and Local Control Accountability Plan (LCAP)
- Designs and conducts professional development for parents and students to help students succeed academically
- Mentors and coaches teachers in effective strategies
- Models lessons using research-based strategies
- Serves as an expert resource on district curriculum plans, and data analysis
- Assists schools in analyzing and interpreting data in order to identify strengths and weaknesses as well as trends

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**JOB FUNCTIONS - continued**

- Collaborates with teachers involved in STEM programs to implement and facilitate cross-curricular instruction
- Uses technologies in the teaching/learning process
- Uses acceptable communication skills to present information accurately and clearly
- Participates in the facilitation of district staff development programs
- Demonstrates interest and initiative in professional improvement
- Demonstrates behavior that is professional, ethical and responsible
- Compiles, maintains and files all reports, records, and other documents required
- Attends and participates in faculty meetings and serves on staff committees as required
- Possesses proven ability, exemplary performance and demonstrates commitment to improving student achievements
- Possesses an extensive knowledge base in the science content and instructional pedagogy
- Self-motivates and possesses the communication and personal skills necessary to positively interact with others to produce positive results
- Provides relevant, meaningful experiences that are reflective of the crucial issues and tasks confronting teachers daily
- Plans and organizes work, sets priorities and evaluates accomplishment of goals within established time lines with minimum supervision
- Maintains confidentiality of records, reports, tests, test results and conversations.
- Establishes and maintains effective working relationships with staff, students, parents, and community members
- Performs other job related duties as assigned

**PHYSICAL ABILITIES:**

- Visual ability to read handwritten or typed documents, and the display screen of various office equipment and machines

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**PHYSICAL ABILITIES - continued:**

- Able to communicate and obtain information in English
- Able to sit (for sustained period of time), stand, stoop, kneel, bend, lift up to (25 pounds), carry up to (25 pounds), and walk
- Able to climb slopes, stairs, steps, ramps and ladders
- Able to operate office machines and equipment in a safe and effective manner

**JOB QUALIFICATIONS:**

**Education:**

- Bachelor's Degree

**Experience:**

- Minimum of three (3) years teaching experience, preferably at least one year in the district

**Licenses, Certifications, Bonding and/or Testing:**

- California Single Subject Science Content Credential with EL Authorization
- Valid California Driver's license
- TB clearance
- Drug/Alcohol Clearance
- Criminal Justice Fingerprint Clearance

**EMPLOYMENT STATUS:**

- Certificated Position