

North Kingstown School Department

FUNCTIONAL JOB DESCRIPTION

Job Title:	Reading/Math teacher at Fishing Cove Elementary School - Title 1				
Department:	Fishing Cove				
Reports to:	School Principal				
Supervises:	n/a				
Description of job:					
<p><u>SUMMARY/DESCRIPTION:</u> This is a position to teach/co-teach reading and math to students who can benefit from remedial services in grades K-5. Position works in consultation with principal, classroom/other teacher(s) and parents to ensure consistent instructional strategies between classroom, extended learning programs and the home.</p> <p><u>DUTIES & RESPONSIBILITIES:</u></p> <ul style="list-style-type: none"> · Provide opportunities for students to meet proficient and advanced levels of academic achievement in both reading and math. · Use effective, research-based instructional methods and strategies. · Include strategies for meeting needs of all children, but particularly underserved populations. · Collaborate with the classroom teacher to strengthen the quality of teaching for students of all needs. · Work with the principal, teachers and data team to analyze data and use the data to guide instruction/recommend appropriate, current learning models for individual and classroom use. 					
Protective Personal Equipment:		n/a			
Classification:	Sedentary:	Light:	Medium: X	Heavy:	Very Heavy:
<p><i>Classification Key:</i> Sedentary – Exerting up to 10 lbs. of force occasionally; negligible amount of force frequently to lift, carry, push/pull or otherwise move objects; Light – Exerting up to 20 lbs. of force occasionally and/or 10 pounds of force frequently or negligible amounts of force constantly to move objects; Medium – Exerting 20 lbs. – 50 lbs. of force occasionally; 10 lbs. – 20 lbs. frequent; and/or greater than negligible up to 10 lbs. of force constantly to move objects; Heavy – Exerting 50 lbs. – 100 lbs. of force occasionally; in excess of 50 lbs. frequently; 10 lbs. – 20 lbs. of force constantly to move objects; Very Heavy – Exerting in excess of 100 lbs. of force occasionally; and/or in excess of 50 lbs. of force frequently; in excess of 20 lbs. of force constantly to move objects.</p>					
Driving Requirements:	None: X		Manual:		Automatic:

Work Environment			
Floor Surface:	Tile or carpet		
Inside:	Up to 100%	Outside:	Up to 5%
Lighting:	Fluorescent or Incandescent		
Vibration:	n/a		

PHYSICAL DEMANDS

LIFTING						
Maximum weight lifted: up to 50 pounds occasionally						
WEIGHT	Never	Occasionally	Frequently	Constant	Heights	Description of object
0 – 10 lbs.			X			
10 – 20 lbs.		X				
20 – 35 lbs.		X				
35 – 50 lbs.		X				

North Kingstown School Department

CARRYING						
Maximum weight carried: up to 20 lbs.						
WEIGHT	Never	Occasionally	Frequently	Constant	Distances	Description of object
0 – 10 lbs.		X				
10 – 20 lbs.		X				
20 – 35 lbs.	X					
35 – 50 lbs.	X					

PUSHING/PULLING						
Maximum push/pull: 10 lbs						
WEIGHT or FORCE	Never	Occasionally	Frequently	Constant	Distances	Description of object
0 – 10 lbs.		X				
10 – 20 lbs.	X					
20 – 35 lbs.	X					
100 + lbs.	X					

ACTIVITY	Never	Occasionally	Frequently	Constant	Comments
Sitting			X		
Standing		X			
Walking		X			
Bending		X			
Twisting		X			
Crawling	X				
Kneeling		X			
Squatting		X			
Climbing		X			
Reaching – Vertical		X			
Reaching – Horizontal			X		
Grasping		X			
Pinching		X			
Manual Dexterity		X			
Fine Dexterity		X			

FREQUENCY KEY: Never (0%); Occasionally (0 – 33% of shift); Frequently (34-66% of shift); Constant (67 – 100% of shift)

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each of the above noted essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and /or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

North Kingstown School Department

Education and/or Experience:

1-3 years' experience working with children

License/Certificate/Certification:

RI Certification PK-2 and/or 1-6 depending on grades of students

Technological and/or Technical Skills:

Excellent computer skills (Word, Excel, Google/other specialty data management and tracking software; all web-based programs)

Communication Skills:

Strong oral and written communications skills. Capability of responding simultaneously to a variety of requests from students, staff and administration.

Planning Skills:

Demonstrable ability to effectively handle issues utilizing a problem solving approach. Capability of responding simultaneously to a variety of requests from staff members, students and administrators (multi-tasking).

Interpersonal and Problem solving skills:

Ability to interact with students, staff and administration in an appropriate manner. Ability to effectively handle issues utilizing a problem solving approach. Ability to maintain complete confidentiality on all school, administrative, family and student issues.

Terms of Employment:

Per NEA/NK contract

Evaluation:

Per NEA/NK contract

Date: 10/2016