

GOVERNOR'S SUMMER YOUTH ENHANCEMENT PROGRAM (GSYEP)  
Guidance Teacher  
Job Description

Qualifications:

1. Qualifications as outlined in West Virginia Code 18A-4-7a.
2. Meet minimum standards for certification as set forth by the West Virginia State Board of Education in Minimum Standards for the Licensure of West Virginia School Personnel.
3. Good evaluations and/or recommendations from professional associates, employers, and/or supervisors.
4. Exhibits knowledge of the duties and responsibilities of the classroom teacher and the ability to perform the duties and responsibilities as demonstrated in the personal interview.
5. Ability to communicate effectively with students, school personnel, and parents.
6. Educational philosophy compatible with the Jackson County Board of Education philosophy.
7. Ability to work cooperatively with others.
8. High academic achievement in college education program.
9. Ability to motivate students and get them excited about learning.
10. Ability to work effectively with middle and high school age students.
11. Skills needed to provide instruction in the areas of social relationships, self-esteem, decision-making, study skills and money management.

Immediate Supervisor:      Lead Teacher/Director of GSYEP

Duties and Responsibilities:

1. Implement the guidance component of GSYEP.
2. Foster a classroom climate conducive to learning.
3. Utilize instructional management systems which increase student learning and maximize time on task.
4. Monitor student progress towards achieving program objectives and goals.
5. Communicate within the educational community.
6. Meet professional responsibilities.
7. Maintain and upgrade professional skills.
8. Maintain professional work habits.
9. Promote and maintain positive pupil-teacher-parent relationships.
10. Perform other job related duties as assigned by the Lead Teacher/Director of GSYEP.