

POSITION DESCRIPTION

TITLE:	McKinley Charter School Credit Component Teacher	SUPERVISOR:	Head of Operations
DEPARTMENT:	Secondary Schools	CLASSIFICATION:	Certified

I. Accountability Objectives:

Provide instruction to the Charter School credit component students under the supervision of the Charter School Head of Operations; develops and implements innovative academic and behavioral curricula of McKinley Charter School (hereafter MCS) to meet the individual academic, behavioral, and/or IEP plan of each student; plan and implement curriculum, instruction, assessment and behavioral models.

II. Position Characteristics:

Recruited by: Head of Operations
Salary: On Schedule
Length of Contract: 189 days

III. Position Relationships:

Reports to: Head of Operations
Coordinates with: MCS Administrator, Facilitators of MCS and other MCS staff
Type of coordination: Planning delivery and articulation of the MCS curriculum including academic, behavioral, technology, and/or special education components

IV. Position Qualifications:

A. Required Qualifications:

1. Possession or eligibility for a license issued by the Wisconsin Department of Public Instruction to teach in an area of math, science language arts, or social science or related field at the grade, 6-8 and/or 9-12 level.
2. A license issued by the Wisconsin DPI to teach in a charter school.
3. ECASD clearance to transport students and an appropriately insured vehicle and a vehicle capable of transporting 3 to 4 students at a time.

B. Desired Qualifications:

1. Additional licensure by the Wisconsin Department of Public Instruction to teach in an area of Exceptional Educational Needs, preferably in the area of Emotionally Disturbed.
2. Experience teaching at the high school level, grades 6-8 and/or 9-12.

C. Necessary Skills:

1. Planning
2. Instruction
3. Assessment
4. Climate/Discipline
5. Collaboration
6. Professional Development

V. Position Responsibilities:

A. Planning

1. Plan a variety of instructional activities to meet the individual needs, interests, and abilities of students in accordance with the models approved by the MCS Governance Board.

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2. Assist with identification, selection and evaluation of instructional materials which implement individual instructional plans.
 3. Maintain knowledge in the current trends and research in the curricular areas, climate models, and assessment techniques in accordance with the models approved by the MCS Governance Board.
- B. Instruction
1. Direct and evaluates the learning experience of the students in the classroom and assigned co-curricular activities.
 2. Use effective teaching techniques that will foster optimal student learning consistent with the models approved by the MCS Governance Board.
 3. Plan and deliver instruction to meet the needs of individual students.
 4. Assist in the development of a curriculum appropriate to the MCS, and the needs of the individual students.
 5. Complete all EEN related functions and paperwork for students on his/her case load.
- C. Assessment
1. Assess the accomplishments of students on a regular basis and provide formal and informal feedback regarding student progress to students, parents, and appropriate school officials.
 2. Maintain appropriate records related to grades and behavior.
- D. Climate/Discipline
1. Understand the educational philosophy of MCS and how to carry out its policies.
 2. Provide guidance which will promote the welfare and educational development of the students.
 3. Establish and maintain a classroom environment that is orderly and conducive to optimal learning utilizing the models adopted by the school.
 4. Implement the Charter School climate model.
 5. Mentor students.
 6. Ensure that students with exceptional educational needs are assisted in the necessary remediation of health, attitude, and learning problems by providing appropriate instruction and working cooperatively with other MCS staff.
- E. Collaboration
1. Maintain a positive relationship with students, colleagues, and parents to promote effective communication.
- F. Professional Development
1. Maintain a working knowledge of the models used at MCS.
 2. Attend weekly staff development activities, appropriate inservice activities, and meetings.
- G. Other
1. Attend and participate in faculty meetings.
 2. Provide for the care and protection of school property.
 3. Assist in the development of budget recommendations for supplies needed in the instructional program.
 4. Supervise lunch and break areas.
 5. Perform other duties as assigned.

*Eau Claire Area School District
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New:

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