



# JUDAH CHRISTIAN SCHOOL

ACADEMICALLY EXCELLENT, CHRIST-CENTERED

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## High School Resource Teacher

### General Description

The High School Resource Teacher (HRT) will be responsible for helping to identify students that may need academic support, supporting current high school students with special needs, creating curriculum for students with Individual Service Plans for certain academic subjects, and communicating with teachers and administrators on the best types of supports for students. The academic supports given to high school students include, but are not limited to, supporting students with organization, accommodating work, supporting test taking including tests read aloud, test accommodations/modifications, planning, and implementing transition meetings for all students and keeping accurate records of meetings and student work including yearly annual reviews for all students on the teacher's caseload. This teacher is also responsible for communicating effectively with parents/guardians concerning student progress and changes in supports for students. This teacher works closely with the Secondary Principal as well as with the Director of Special Needs.

### Qualifications

The High School Resource Teacher shall be one who has trusted Jesus Christ as Savior and Lord. The HRT shall be a member or regular attendee in good standing of a Christ-centered church. He/She shall demonstrate spiritual maturity with academic and leadership abilities that will allow him/her to "train up a child in the way he should go." The HRT shall reflect the purpose of the school which is to honor Christ in every class and in every activity.

The HRT shall hold at minimum, a Bachelor's Degree in Special Education from an accredited institution of higher education, and a teaching license in Special Education issued by the State of Illinois. Previous teaching experience is preferred.

### Responsibilities

- Coordinate with the Director of Special Needs and the Secondary Principal for the identification of high school students that may need special services.
- Plan and implement curriculum for students with and Individual Service Plan-this can include various subjects depending on the needs of the student; support student's accommodations/modifications through 504 Plans.
- Provide daily/weekly resource study halls for high school students to help with organization, planning, academic support, test taking, and other supports as needed.
- Keep track of ongoing progress for caseload students and communicate this progress to parents as needed.
- Plan and implement annual reviews for each student on caseload, including transition meetings for students in 12<sup>th</sup> grade.

- Work closely with high school teachers to gather materials/assignments for helping to support students.
- Work closely with High School Guidance Counselor to ensure testing accommodations for special needs students as well as schedule planning and progress towards graduation for special needs students.
- Seek to role model in attitude, speech, and actions in a consistent daily walk with Jesus Christ.
- Show by example the importance of Scripture study, prayer, witnessing, and unity in Christian fellowship.
- Follow the Matthew 18 principle in dealing with students, parents, staff, and administration. Motivate students to accept God's gift of salvation and grow in their faith.
- Lead students to a realization of their self-worth in Christ.

#### **Professional**

- Take part in professionally related extra-curricular activities.
- Maintain professional behavior in relationships with students and parents, with a positive attitude.
- Perform necessary clerical responsibilities.
- Be in attendance and prompt.
- Report student performance effectively to family or guardians.
- Maintain positive professional interactions with other educational personnel.
- Be able to solve professionally related problems independently.
- Accept change in a positive professional manner.
- Accept evaluation and redirection and make necessary changes or adjustments.
- Remain current in the educational field through course work, in-service activities, professional literature, conferences, workshops, etc.
- Follow the school's system policies and procedures.

#### **Personal**

- Demonstrate the character qualities of enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance, and punctuality.
- Meet everyday stress with emotional stability, objectivity, and optimism.
- Develop and maintain rapport with students, parents, and staff by treating others with friendliness, dignity, and consideration.
- Respectfully submit and be loyal to constituted authority.
- Maintain a personal appearance that is a role model of cleanliness, modesty, good taste, and in agreement with school policy.
- Use acceptable English in written and oral communication. Speak with clear articulation.
- Recognize the need for good public relations. Represent the school in a favorable and professional manner to the constituency and general public.
- Make an effort to appreciate and understand the uniqueness of the community.

### **Supervisor**

Director of Special Needs

May 2022