

**Valparaiso Community Schools
Valparaiso High School
Resource Teacher - Internal Posting**

Job description

Position Title: Resource Teacher, High School

Reports to: Building Principal

Number of Periods: 1+ period per day

Work days: 186 days

Salary: As Indicated Per Teacher Contract

Job goal: To provide students with the tools and mental, emotional and academic support needed for continued success through the development of teacher-student and peer-to-peer relationships, individual goal-setting, college and career exploration, and service-learning opportunities, while promoting student self-efficacy and empowerment.

Minimum education and/or skills required:

- Secondary teacher's license
- A minimum of 3 years of teaching experience preferred
- Training in district initiatives
- Strong written and oral communication skills, communicating effectively with individuals
- Keeps confidentiality in all matters related to student and personnel information
- Willing to learn and implement technology, including LMS and SMS
- Completes work in a timely manner to meet deadlines
- Ability to multi-task, highly organized
- Individualize instruction and promote student collaboration
- Maintains appropriate and positive teacher-student relationships
- Presents curriculum in positive, engaging manner
- Enhances curriculum with available resources
- Effective interpersonal skills and flexibility in meeting new and/or changing conditions.
- Able to work well both independently and with a team
- Maintains effective classroom management

Job duties may include but are not limited to:

- Collaborate with resource coordinator, guidance counselors, administration, and teaming teachers
- Organize and facilitate meetings with students, parents, guidance, and other stakeholders
- Support district culture and climate initiatives
- Monitor resource tutors
- Implement resource period curriculum map
- Plan lessons/activities utilizing the curriculum map and provided resources
- Adapt teaching methods and instructional materials to meet students' varying needs and interests
- Maintain a safe, orderly classroom environment

- Advocate and provide strong support
- Assist distressed students and follow proper prevention/intervention protocol
- Monitor student progress with documentation
- Follow the mission statement and philosophy of the resource initiative
- Biweekly conferences with students to discuss student needs pertaining to the following: academic progress, emotional health, personal connection, attendance, extra-curricular activities (school connectedness), student needs, etc.
- Keep track of the service learning hour completion
- Perform other duties as assigned by the building administrators

If interested, please contact Dr. Veronica Tobon at vtobon@valpo.k12.in.us and a Google form will be emailed to you.