

## **POSITION DESCRIPTION**

### **Gifted Talented Teacher**

#### **ORGANIZATIONAL RELATIONSHIPS**

To create a flexible elementary and middle school GT program favorable to learning and personal growth; to establish effective rapport with pupils; to motivate pupils to develop skills, attitudes and knowledge needed to provide an enriched education, in accordance with each pupil's ability; to establish good relationships with parents and with other staff members.

#### **PERFORMANCE RESPONSIBILITIES**

##### **Student Identification**

1. Assists with referrals to other professional staff members in the district;
2. Assists in the identification of students' needs;
3. Refers students for exceptional education programs as appropriate;
4. Monitors students' standardized testing achievement;
5. Follows identification process of gifted students as outlined in the SDW GT Guidebook;

##### **Communication**

6. Communicates with students, parents, counselors, and other school staff (as necessary) on student's needs and progress;
7. Makes referrals to outside agencies and professional persons;
8. Shares information with our community about student accomplishments and successes;
9. Cooperates with local health authorities on pertinent matters;

##### **Classroom**

10. Encourages students to think independently and to express original ideas;
11. Adapts instructional material as necessary to meet student needs, aptitudes, and interests;
12. Utilizes a variety of teaching strategies;
13. Engages in curriculum planning and development;
14. Grades and/or evaluates student work consistently;
15. Participates in the selection of instructional materials and textbooks;
16. Evaluates the instructional program;
17. Helps teachers implement new instructional ideas and strategies;
18. Plans and conducts educational field trips;
19. Encourages students in establishing high standards of conduct (the Waupaca Way);
20. Establishes an effective climate for learning;
21. Implements the Board's policies on student discipline;
22. Identifies and utilizes community instructional resources;
23. Assists new students in adjusting to the GT program;
24. Discusses enrichment, educational, and career opportunities with students;
25. Attends professional conferences to keep abreast of promising instructional practices;
26. Performs other tasks and assumes other responsibilities within the overall scope of the position which the supervisor may assign.

#### **QUALIFICATIONS**

1. Current teaching license validated by the Wisconsin Department of Public Instruction;
2. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

### **PHYSICAL DEMANDS**

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

1. Persons performing service in this position classification will exert 10 to 20 pounds of force frequently to lift, carry, push, pull or otherwise move objects. This type of work involves sitting most of the time, but may involve walking or standing for brief periods.
2. Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handling and working with various materials and objects are important aspects of this job.
3. The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122.01 throughout his/her employment in the District.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

**TERMS OF EMPLOYMENT**: As set forth in the Teacher Handbook

- Reports to the Building Principal

CREATED: 02.12.2018

REVISED: 03.02.2022

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