



**TEACHER - SPECIAL EDUCATION DUAL CREDENTIAL  
COMMUNITY/COURT SCHOOL PROGRAM REACHING INDIVIDUAL  
SUCCESS THROUGH EDUCATION (RISE)**

Certificated Job Description

**IMMEDIATE SUPERVISOR:**

Community/Court School Principal

**DEFINITION OF POSITION:**

Primarily, the Kern County Superintendent of Schools Office (KCSOS) operates a Reaching Individual Success through Education (RISE) Program that serves students who are: 1) referred by the probation department or courts, or 2) referred by districts due to serious attendance or disciplinary reasons, or 3) homeless youth. The program is an open entry/open exit type program which utilizes classroom instruction, independent study, and small group instruction. Students with disabilities can also be served in these unique settings by receiving specialized academic instruction.

**ESSENTIAL FUNCTIONS:**

1. Assure that students shall demonstrate academic growth in curricular areas.
2. Students will be supported in making progress toward the academic and behavioral goals identified in their Individualized Learning Plans.
3. Provides special education services aligned to IEP goals and objectives.
4. Assess students for Special Education evaluation.
5. Acts as a case manager for students with IEPs (responsible for IEP development and implementation).
6. Use a variety of teaching techniques to meet individual needs, which are based on California State Content Standards.
7. Maintain and develop adequate and varied instructional materials.
8. Maintain communication with assigned students and parents.
9. Comply with all requirements of the Kern County Superintendent of Schools Office as specified in policies, regulations and memoranda.
10. Display a sincere interest in working with and contributing to student educational progress.
11. Follow the written and oral directions of the site administrator.
12. Work effectively with assigned instructional aides to maximize individualized instruction and learning.
13. Report issues that may endanger a student's well-being directly to the site administrator.
14. Comply with the standards for the teaching profession.
15. Maintain individual progress records for all students.
16. Maintain a professional attitude in working with students and staff.

### Non-Instructional Duties

17. Attend teacher's meetings.
18. Participate in in-service/teacher training programs.
19. Occasionally participate in meetings designed to inform the public about the role and function of RISE education.
20. Attend public service activities (helping at field days, speech contests, etc.).
21. Maintain a safe and secure campus environment.

### Working Environment

22. Maintain a satisfactory level of student behavior.
23. Use techniques of positive behavior modification when possible.
24. Proactively alert the site administrator to potential problems before they arise.
25. Maintain a work environment that is stimulating, organized, and visually appealing. The work area should reflect the subjects or topics currently being taught and must be updated regularly to promote engagement and support ongoing learning.
26. Demonstrate professional attire consistent with organizational expectations and ensure that assigned students follow established dress codes.

### Other Duties

Complete other duties as assigned by the Principal, Director, or Division Administrator.

### **MINIMUM QUALIFICATIONS:**

#### A. Personal Qualifications:

1. Display a knowledge of and willingness to stay abreast of current trends and practices in education.
2. Abide by the rules and regulations of the Kern County Superintendent of Schools in a professional, efficient manner.
3. Must possess a private vehicle, valid California driver's license and carry current automobile insurance with at least minimum coverage for public liability and property damage.
4. Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

#### B. Professional Qualifications:

1. Possess a broad repertoire of teaching skills.
2. Display a general understanding of how students develop, act, think, learn, and feel.
3. Show a sincere interest in curriculum development.
4. Demonstrate the ability to be creative and to make decisions based on a sound educational philosophy and interagency requirements.

5. Demonstrate a command of knowledge in his or her field of responsibility.
6. Express enthusiasm for and commitment to his or her assigned tasks.
7. Exhibit the ability to establish an appropriate working relationship with individuals and groups.
8. Display the ability to work and communicate with people effectively and cooperatively.
9. Provide leadership in committees, workshops, and various types of group meetings.
10. Support the contribution of RISE education programs.
11. Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

#### **TRAINING AND/OR CREDENTIALS**

A. Education:

1. Holds valid California teaching credential:
  - a. CLAD certificate required.
2. Hold an Education Specialist Instruction Credential in any specialty area:
  - a. Clear or Preliminary.
  - b. Intern Eligible.
  - c. Enrollment in a Credential Program with PIP/STSP status.

B. Experience:

1. Demonstrates successful experience in a classroom setting.
2. Display experience working with at-risk and/or delinquent youth preferred.
3. Display experience working with special education students preferred.