

Sylvan Union School District Job Description

Description
1986
(Original)
with edits

RESOURCE SPECIALIST

Description of Position

Assists in ^{learning} identifying and diagnosing ~~handicapped~~ students; provides service ^{and support to the student} to the child and his/her teacher to enable successful functioning in the least restrictive ~~alternative~~ ^{environment}; serves as a liaison to parents whose child is involved in the resource program.

Directly Responsible To

Assigned Principal(s)

Major Duties and Responsibilities

1. Participates as a member of the ^{Student} ~~Child Study Team or School Appraisal Team (SAT)~~ in coordinating the referral and processing, ~~as well as coordinating~~ or performing the needed testing and assessment required to determine the student's educational needs and placement.
2. Acts as a resource to the school staff in the resource specialists' areas of expertise, i.e., assessment, remediation of basic skills as requested by the school being served.
3. Develops ^{and monitors} and updates the Individual Education Plan (IEP) of students placed in the Resource Specialist Program.
4. Assists the principal and staff in the development of programs which will allow the student to succeed in the regular classroom. Conducts in-services, ~~workshops~~, shares ideas to assist in meeting the needs of students with ^{special} ~~exceptional~~ needs in the regular classroom. ^{professional development and} Establishes meeting dates in coordination with the principal.
5. Provides remedial instruction as prescribed in the written Instructional plan for those students identified as having ^{learning handicaps} ~~learning handicaps~~ but not requiring ongoing, long term instruction as provided through designated instruction. The designated instruction provided by the resource specialist for a particular student shall be for less than half the school day. ^{deficits in their learning}
6. ~~Provides remedial instruction for other students not involved in the Master Plan Program.~~
7. Helps coordinate all efforts to appropriately involve parents ^{guardians} in the School Appraisal Team (SAT) proceedings and in the implementation of the Individual Education Plan (IEP).
8. Trains and supervises the Resource Specialist Aide.
9. Aids and assists teachers in a classroom setting as needed.
10. ~~Meets the requirements of board policy.~~
11. Maintains professional competence through participation in ^{professional development} ~~in-service education~~ activities provided by the district and/or self-selected professional growth activities.
12. Shares in sponsorship and/or supervision of student activities, ^{to support students in social-emotional learning and social skills.}
13. ^{Serves as liaison for parents/guardians} Performs other duties as assigned. ^{supporters}

of children in the resource program.

Education And

Minimum Experience and Job Requirements

1. ~~Three or more years of full-time teaching experience.~~ • Bachelors Degree, including all courses needed to meet credential requirements.
2. Valid California Credential authorizing service in special education. • 2 or more years of teaching experience preferred

Education Requirements

Bachelor's degree, including all courses needed to meet credential requirements.

Personal Qualities

1. Appearance, grooming and personality which establish a desirable example.
2. Ability to meet district standards for physical and mental health.
3. Ability to speak and write English clearly and correctly.
4. Ability to communicate effectively with parents in a sensitive manner.

Approved by Board of Trustees: 6/10/86

See new and proposed

- Physical Requirements
- Personal Qualities

Current Resource Job Description 1986

Proposed Resource Job Description 2019-12-11