

**SAN MATEO COUNTY OFFICE OF EDUCATION
TEACHER, COURT SCHOOL – ENGLISH/ENGLISH LANGUAGE DEVELOPMENT (ELD)**

POSITION DESCRIPTION:

Court and Community

are committed to all students
can achieve and build skills for success in college, career, and life. We value and support an
innovative environment where students advance in their personal development, build positive
relationships with adults, and focus on and achieve specific learning goals.

BASIC FUNCTION:

Under the direction of an assigned School Principal, provide an engaging

Skills and Ability to:

Develop and implement an effective, innovative and flexible instructional program which employs a variety of methods and materials;

Set goals, establish activities and measure progress;

Motivate reluctant students; problem solve ideas and strategies for students with learning disabilities, low self-esteem, lack of motivation, school anxiety and low-functioning social skills;

Collaborate with probation officers, counselors, teachers, employers and other support staff in planning and implementing educational programs for students;

Assist individuals in assessing career skills and translating results into realistic employment plans;

Work with parents to increase their effectiveness in supporting student progress;

Individualize and differentiate instruction;

Choose from a variety of techniques and instruments in order to evaluate student progress; plan and conduct

who are not meeting goals;

Build rapport and positive relationships with students;

Manage and prioritize multiple activities and be flexible given a variety of situations;

Communicate effectively orally and in writing to express ideas, thoughts, lesson material and instructions clearly;

Collaborate effectively on inter-and intra-agency levels;

Keep accurate records and submit reports in a timely manner