

LEAD TEACHER

WEDIKO SUMMER PROGRAM

Job Summary

The Lead Teacher is a key member of Think City, the academic component of the Wediko Summer Program. The Lead Teacher is responsible for overseeing all aspects of instruction and classroom management within assigned classes. The Lead Teacher works under the direct supervision of the Think City Governor to provide academic instruction for students ranging in age from 7-19, with various academic skills and challenges. The Lead Teacher will be responsible for creating lesson plans that align with the program wide curriculum created by Think City Governors and Mayors. The Lead Teacher will create learning benchmarks for students, measure academic gains made during the program, and make adjustments to teaching strategies accordingly. Lead Teachers work closely with Assistant Teachers and Residential Counselors assigned to the classroom to establish a safe and therapeutic environment for students in which they will be able to identify their strengths, develop, and practice new skills within the classroom.

Essential Functions

Structuring and managing a classroom that is conducive to learning, which includes, but is not limited to:

- Creating an environment where standards for classroom behavior are clear and consistent
- Establishing consistent routines for managing all parts of students' independent and group work
- Make appropriate attempts to provide all students with opportunities to learn
- Supervising and working directly with an Assistant Teacher to complete responsibilities
- Consistently teaching and modeling appropriate interactions between staff and students in a variety of social situations
- Teaching and modeling behavioral interventions as taught and outlined in training model
- Utilizing approved behavior management techniques including use of de-escalation room and therapeutic holds when de-escalation and/or physical intervention is necessary for crisis management
- Maintaining a physically and psychologically safe environment by responding to and reporting safety concerns to appropriate staff in a timely manner
- Utilizing agency policies when responding to emergencies
- Creating lesson plans that align with a program wide curriculum
- Awareness of clinical, learning, and academic needs of assigned students
- Ability to think creatively and utilize alternative teaching strategies for students as needed
- Providing ongoing administrative functions related to the job
- Preparing academic reports and discharge paperwork at the conclusion of the program
- Measuring, documenting, and reporting student's academic gains and setbacks throughout the program
- Providing supervision and professional development for classroom Teacher Assistant

Minimum Requirements

- Bachelor degree in education or human service field of study with a teaching certification
- Strong communication and interpersonal skills

- Ability to work independently and as a member of a team
- Ability to approach personnel challenges in a supportive and creative manner
- Up to date teaching certificate

Abilities Required

Employees are responsible for transportation to one of the pick up and drop off locations at the beginning and end of the summer. During the summer, on days off, employees are responsible for acquiring transportation to/from the New Hampshire campus. A driver’s license is convenient; but it is not necessary to perform work responsibilities. The majority of work is outdoors in a rural environment, which means exposure to heat in summer. Duties may require employees to be outside during adverse weather. The duties of the position involve standing for the vast majority of the work period. Employees are required to physically escort or hold students therapeutically to prevent students from being a danger to self or others. Employees may be required to move equipment 50lbs or more. Employees may be exposed to high noise level for extended periods of time related to event type.

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodations. Reasonable accommodations will be evaluated on an individual basis and depend, in part, on the specific requirements for the job, limitations related to the disability and the ability of Wediko Children’s Services to accommodate the limitation.

Disclaimer

The above statements are intended to describe the general nature and level of work expected for this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

Job Category	Licensed Professional
Exempt/Nonexempt	Exempt
Department	Wediko Summer Program
Supervisor	Governor
Last Revised	2/19/15