

## Mesa Union School District

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### **Class Title: Peer Assistance and Review (PAR) Consulting Teacher**

**Annual Stipend: \$2,500.00**

#### **Philosophy:**

The Mesa Union School District Teachers' Association and the Mesa Union School District are continuously striving to provide the highest possible quality of education. In order for students to succeed in learning, teachers must succeed in teaching. Therefore, the parties agree to cooperate in the design and implementation of programs to improve the quality of instruction through expanded and improved professional development and peer assistance. Teachers referred to or who volunteer for the program are viewed as valuable professionals who deserve to have the best resources available provided to them in the interest of improving performance to a successful standard.

#### **Basic Function:**

Under the direction of the Mesa Peer Assistance Review (PAR) Panel, the PAR Consulting Teacher is responsible for providing support and coaching to Participating Teachers. The PAR Consulting Teacher conducts multiple observations of the Participating Teacher during classroom instruction and provides immediate feedback after each visit. The PAR Consulting Teacher monitors the progress of the Participating Teacher and shares periodic reports (oral and written) as needed. The PAR Consulting Teacher also reports the progress of the Participating Teacher to the Mesa Peer Assistance Review (PAR) Panel which oversees the process.

#### **Major Duties and Responsibilities:**

The duties listed below are intended to describe various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is similar, related, or a logical assignment to the position.

1. Provide assistance to teachers to arrange classroom materials not provided by administration, review curriculum, suggest and discuss teaching and classroom management techniques, explain and assist in record keeping requirements, demonstrate teaching, arrange for observations of teachers, and assist in planning for instruction.
2. Orient teachers to district-wide goals, the appropriate grade course of study, relevant curriculum materials, school procedures, and contractual policies in the classroom.
3. Keep a log of time spent working with the Participating Teacher.
4. Observe the Participating Teacher teaching.
5. Meet with the Mesa PAR Panel as needed to review the Participating Teacher's and Consulting Teacher's work.
6. Assist Participating Teachers in developing an action plan to meet their individual professional needs.
7. Provide assistance to Referred Teachers, Beginning Teachers, or Volunteer Teachers for improving instructional performance in the areas of subject matter knowledge, teaching strategies, classroom management or teaching methods, and instruction and other areas as defined by the California Standards for the Teaching Profession.

#### **Qualifications:**

The candidate must possess the knowledge, skills, and personal leadership qualities to successfully demonstrate the ability to:

- Exhibit knowledge of the state-adopted academic content standards and performance levels for students, the state-adopted curriculum frameworks, and the California Standards for the Teaching Profession.
- Understand curriculum development, program evaluation, child growth and development, effective instructional strategies, classroom management, learning assessment and diagnosis, and research relating to learning.
- Display a willingness to participate in professional training to prepare for the role; deepen understanding of cultural, ethnic, cognitive, linguistic, and gender diversity; and utilize informal and formal assessments.

Board Approved: April 19, 2016

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- Exhibit a willingness to work with Participating Teachers, share information, instructional materials, best practices, and the use of informal and formal assessments.
- Demonstrate a commitment to personal professional growth and learning, and possess effective interpersonal and communication skills.
- Lead, organize, and motivate people.
- Exhibit professional demeanor.
- Use technology devices for word processing, data management, and telecommunications.
- Effectively utilize organizational and problem-solving skills.
- Exercise appropriate discretion concerning students, staff, and confidential information.

### **Physical Requirements:**

Ability to hear and speak to exchange information orally and in writing; see to read a variety of materials; walk across campus to conduct school business; sit, reach, stoop and bend as needed to perform clerical and administrative duties; and stand for extended periods of time when assisting with student supervision.

### **Education and Credential Requirements:**

Have at least five (5) years of experience as a teacher at Mesa and have received tenured status, exemplary experience in teaching and working with adults; possess at least a Bachelor's Degree from an accredited institution with a Master's Degree preferred; and hold an appropriate California Teaching Credential issued by the California Commission on Teacher Credentialing.