

Sacramento County Office of Education Job Description

Classification Title: Teacher, Juvenile Institutions

DEFINITION

Under general supervision provides individual and group instruction in academic subjects, arts and crafts or physical education to juveniles in a county correctional institution; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

Due to the wide range in age, aptitude, and level of educational achievement of children and youths in county correctional institutions, instruction is given at various grade levels ranging from the elementary grades through high school. The level of instruction is frequently based on the educational deficiency of the group or an individual student. Emphasis is on the methodology of instructing of the group or a particular student and on the methodology of instructing socially maladjusted youths rather than on the routine presentation of subject matter.

DUTIES AND RESPONSIBILITIES

(Any one position may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found in positions within this classification.)

Prepares lesson plans and selects instructional materials for group and individual instruction; may teach academic subjects, arts and crafts, home economics, or physical education; determines student deficiencies and selects instructional materials and teaching techniques to meet individual or group needs; evaluates and reports student progress; recommends changes in student classroom assignments to meet individual educational deficiencies and provides special assistance as needed; devises special instructional aids to meet individual educational deficiencies; maintains classroom discipline; seeks to develop socially acceptable attitudes in students; may administer and interpret personality and educational achievement tests; counsels and encourages students toward higher educational goals; may assist in extracurricular activities, such as recreation and hobby work; confers with and provides information to county or other agency personnel; maintains records, prepares reports and makes special studies; may order classroom equipment and supplies.

MINIMUM QUALIFICATIONS

Education, Training, and Experience

Possession of a valid California teaching credential based on a bachelor's degree, student teaching, and special fitness to perform; appropriate certification for teaching English Language Learners; evidence of compliance under No Child Left Behind (NCLB).

Knowledge, Skills, and Abilities

Knowledge of the principles and methods of teaching elementary and secondary level subjects; current trends in educational methods and procedures; the principles of remedial teaching techniques and the principles of educational psychology; emotional problems of students in a correctional environment.

Ability to evaluate student abilities and deficiencies and adjust instructional techniques accordingly; gain the interest, respect, and cooperation of students; maintain classroom discipline; develop an objective understanding of the problems of educationally or socially maladjusted children and youths; speak and write effectively; analyze situations accurately and adopt an effective course of action.

Other Characteristics

Willingness to work overtime on occasion, and engage in meetings and activities before and after school with other staff members and probation department personnel. Possession of a valid California driver's license in order to be able to transport students and staff in a county vehicle when assigned.

Revised 12/21/84
Revised 10/21/87
Revised 9/2007