

**Waco Independent School District
JOB DESCRIPTION**

Job Title: Master Team Reach Teacher

Wage/Hour Status: Exempt/Contract

Reports To: Campus Principal

Pay Grade/Days: Teacher/187

Dept./School: Assigned Campus

Date Revised: February 2021

Primary Purpose:

Serves on a multi-classroom leader's (MCL's) team, directly teaching more students than usual, but typically without raising instructional group sizes. Assists the MCL with leading larger (e.g., by coaching part of the team) and/or reach *significantly* more students than other teachers. Produces consistently high-growth student learning. Responsible for co-planning, co-preparing, and delivering instruction, and co-monitoring student progress to determine instructional needs. The MTRT In elementary schools, teachers may specialize by subject.

Qualifications:

Education/Certification:

Bachelor's degree from accredited university

Master's Degree, preferred

Valid Texas teaching certificate with required endorsements or required training for subject(s) and level(s) assigned

Demonstrated competency in the academic subject area(s) assigned

Special Knowledge/Skills:

Knowledge of academic subject(s) assigned

Knowledge of curriculum and instruction

Knowledge of internet and web-related technology

Ability to instruct students using a variety of technology applications and platforms

Ability to assist students with technology set-up and navigation and to provide resources for students/parents to contact if technology issues arise

Ability to develop relationships and maintain consistent contact with students, parents, and colleagues

Ability to instruct students and manage their behavior

Strong organizational, communication, and interpersonal skills

Experience

Demonstrated effectiveness working with people who have differing cultural backgrounds and/or personal characteristics, including race, religion, gender, sexual orientation, or economic differences.

Preference given for experience working successfully with those of similar demographics to the desired school placement.

Prior evidence of high-progress student outcomes in the relevant subjects (in the top 25 percent compared to other teachers in a state or on national tests).

Major Responsibilities and Duties:

Instruction

1. With guidance from the team's MCL, plan and deliver instruction for multiple classes in a school where students rotate between face-to-face learning with the teacher and digital or offline learning supervised by a Reach Associate (paraprofessional).
2. While one class of students is with a reach associate, teach another class of students, focusing on delivering personalized and enriched instruction.
3. Hold students accountable for ambitious, measurable standards of academic achievement. Identify and address individual students' social, emotional, and behavioral learning needs and barriers.
4. Identify and address individual students' development of organizational and time-management skills.
5. Invest students in learning with several influence methods.
6. Incorporate questioning and discussion in student learning.
7. Incorporate small-group and individual instruction to personalize and tailor instruction to individual needs.
8. Monitor and analyze student assessment data to inform personalized, enriched instruction.
9. Provide reach associate or resident with student groupings, instructional assignments, and assessment rubrics.
10. Communicate with students and keep them informed of their progress.

Planning and Preparation

11. Collaborate with others working with the same students or subjects, including other members of the multi-classroom leader's team as well as residents or reach associates, to review student progress and change instruction to ensure high-progress, enriched learning for every student.
12. Set high expectations of achievement that are ambitious and measurable for students.
13. Plan backward to align all lessons, activities, and assessments in designated subject(s).
14. Design in-person instruction that is enriched (developing higher-order thinking skills) and personalized (reflecting learning levels and interests of individual students).
15. Design personalized digital or offline assignments for students while under reach associate supervision.
16. Design assessments that accurately assess student growth.
17. Determine how students spend all instructional time.

Classroom Environment

18. Hold students accountable for high expectations of behavior and engagement.
19. Create physical classroom environments conducive to collaborative and individual learning.
20. Establish a culture of respect, enthusiasm, and rapport.
21. Creates an atmosphere of safety that is inclusive.

Professional Responsibilities

22. Solicit and eagerly receive feedback from multi-classroom leader and team members to improve professional skills.
23. Maintain regular communication with families, and work collaboratively with them to design learning at home and school, and to encourage a home life conducive to learning.

24. Collaborate with reach associate, resident, other teachers, and staff responsible for the same students.
25. Participate in professional development at school, including on-the-job development led by the MCL.
26. Monitor the effectiveness of instruction supervised by the reach associate(s) and making or recommending changes.
27. Attend and participate in faculty meetings and serve on staff committees as required.
28. Perform other duties as assigned.

Responsibilities for MCLs hosting Teacher Residents (TR)

** Note: Not all MTRTs will host a resident, but some will. All applicants should be prepared to take on the following responsibilities of resident mentorship.*

29. Mentor and establish a positive working relationship with the TR for the entire school year.
30. Include TR in team planning time and establish consistent 1:1 planning time.
31. Provide TR all lesson materials in advance and review (and potentially rehearse) TR planned lessons.
32. Clearly communicate expectations.
33. Regularly model effective instructional practices for TR (and all team members).
34. Establish planning responsibilities with the TR and support/scaffold them in their understanding of core content areas.
35. Co-plan, co-teach, debrief, problem solve, and coach TR regularly.
36. Support TR in leading small group and whole group instruction.
37. Complete observations and provide specific and timely feedback to TR (target: 2 times per week).
38. Include TR in school-based professional development.
39. Participate in Site Coordinator-led professional development.
40. Solicit and eagerly receive feedback from Site Coordinator to improve professional skills.

Equipment Used:

Personal desktop computer and/or laptop, phone line, printer/copier, and related office equipment

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Maintain emotional control under stress, work with frequent interruptions. Constant contact by phone and in person with the public and school district employees.

Continuous sitting, standing, bending, stooping and wrist flex extension. Administrative office environment.

Note: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.
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ACKNOWLEDGMENT

I have received a copy of this job description. I have read and understand the foregoing statements described in the primary purpose, major responsibilities, and working conditions for this position as outlined above.

Employee Signature

Date

Printed Name

Employee ID #

Non Discrimination Statement

The Waco Independent School District is an equal opportunity educational provider and employer does not discriminate on the basis of race, color, natural origin, sex, religion, age, disability, or genetic information in educational programs or activities that it operates or in employment matters. The District is required by Title VI and Title VII of the Civil Rights Act of 1964, as amended, as amended, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, as well as Board policy not to discriminate in such a manner.

For information or complaints regarding compliance with the nondiscrimination requirements of Title IX, please email titleixcoordinator@wacoisd.org or contact Waco ISD Assistant Superintendent of Human Resources and/or Waco ISD Coordinator of Student Management at 254-755-9410 and/or Waco ISD Director of Athletics at 254-745-2250. For information or complaints regarding compliance with the nondiscrimination requirements of Title VI and Title VII, as amended, contact Waco ISD Assistant of Human Resources at 254-755-9410. For information or complaints regarding compliance with the nondiscrimination requirements of Section 504 or the Rehabilitation Act of 1973, as amended, contact Waco ISD Director of Special Education at 254-755-9431 or P.O. Box 27, Waco, TX 76703.