

TITLE: GIFTED AND TALENTED TEACHER

QUALIFICATIONS:

1. Valid New Jersey Instructional Certificate
2. Gifted endorsement or graduate level work in gifted education preferred
3. Minimum of five years teaching experience
4. Ability to maintain a positive learning environment
5. Strong interpersonal and communication skills
6. Demonstrates effective problem solving, communications, organization, planning, and record keeping
7. Required criminal history background check and proof of U.S. citizenship or legal resident alien status, and a resident of New Jersey

REPORTS TO: Principal/Designated Administrator

SUPERVISES: Pupils, and when assigned, student teachers and classroom aides

JOB GOAL:

1. To oversee the identification of students in each grade who are gifted and talented.
2. To provide an approved gifted and talented education program and establish a class environment that fosters learning and personal growth; that will enable each identified gifted and talented student to master the skills appropriate to age, grade level, and individual capacity; and
3. To help pupils develop skills, attitudes and knowledge needed to provide a good foundation for continued education; and
4. To maintain good relationships with parents and other staff members.

To provide instructional services, in-service training, and support that will enable each identified gifted and talented student to master the skills appropriate to age, grade level, and individual capacity.

PERFORMANCE RESPONSIBILITIES:

1. Follows the district process to identify gifted students.
2. Provides direct instruction to students identified as gifted.
3. Develops and implements a flexible, curriculum-based, enrichment program designed to meet the gifted pupils' academic needs while nurturing collaboration through group interaction.
4. Serves as a resource person for classroom teachers, providing materials, ideas, and differentiated instructional methods, to ensure appropriate educational experiences for gifted students in the regular classroom.
5. Collaborates with the other gifted/talented specialists in the district to develop in-service training for colleagues, designed to foster the use of differentiated instructional strategies in order to meet the needs of gifted learners in the regular classroom, as well as parent information sessions.

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6. Creates an environment in which the gifted can use their strengths, safely explore new areas of thought and action, and feel intellectually challenged while developing personal and interpersonal skills.
7. Interprets identified students' needs and progress to the students' other teachers and parents.
8. Confers with parents concerning individual students.
9. Develops and maintains records and reports as necessary to assess the effectiveness of the Gifted Program.
10. Provides recommendations for the adoption and use of varied instructional materials, including textbooks, reference works, kits, trade books, audiovisual/technological aids.
11. Consults with members of the Child Study Team as needed.
12. Assumes other appropriate professional responsibilities as delegated by the principal or the Supervisor of Curriculum and Instruction.

Develops lesson plans and classroom learning activities

1. Works to achieve the New Jersey Student Learning Standards and district educational goals and objectives by promoting active learning in the classroom using board-adopted curriculum and resources, and other appropriate learning activities.
2. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.
3. Sets specific objectives wherever possible in lesson preparation and weekly lesson plans and carries through presentation to effectively achieve these objectives.
4. Plans class activities and lesson presentations that are age-appropriate for the class and meet the individual needs, interests and ability levels of all pupils.

Instruction and pupil contact

1. Monitors pupil academic progress and personal growth toward stated objectives of instruction.
2. Maintains records of pupil's educational progress in class record books and/or board approved forms and summarizes these marks for reporting purposes.
3. Identifies pupil needs and provides instruction appropriate to those needs.
4. Establishes and maintains standards of pupil behavior needed to achieve a classroom climate conducive to learning.
5. Budgets class time effectively.
6. Supervises pupils in out-of-classroom activities as assigned.

Contact with parents and community

1. Communicates with parents through conferences and other means to inform them about the school program and to discuss pupil progress.
2. Makes effective use of community resources to enhance the instructional program.

Professional contacts and activities

1. Cooperates with other professional staff members in assessing and resolving learning problems.
2. Maintains professional competence and continuous improvement through inservice education and other professional growth activities.
3. Participates in school-level planning, faculty meetings/committees and other school system groups.

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Other

1. Maintains professional competence and continuous improvement through in-service education and other professional growth activities.
2. Participates in school-level planning, faculty meetings/committees and other school system groups.
3. Makes effective use of community resources to enhance the instructional program.
4. Upholds and enforces school rules, administrative regulations and board policy.
5. Notifies the school principal promptly with information relevant to orderly district operations, such as observations about gang activity, signs of student depression, or signs of child abuse.
6. Performs other duties within the scope of his/her employment and certification as may be assigned.

TERMS OF

EMPLOYMENT:

Salary and work year to be determined by the board of education.

ANNUAL

EVALUATION:

Performance of this job will be evaluated annually in accordance with NJ State law and the provisions of the board's policy on evaluations.

Approved by: Board of Education

Date: 8-28-24

Revised:

LEGAL REFERENCES:

N.J.S.A. 18A:7F

N.J.S.A. 18A:6-7.1

N.J.S.A. 18A:6-10
public school system

N.J.S.A. 18A:16-2

N.J.S.A. 18A:25-2

N.J.S.A. 18A:25-4

N.J.S.A. 18A:26-1

N.J.S.A. 18A:26-1.1

N.J.S.A. 18A:26-2

N.J.S.A. 18A:27

N.J.S.A. 18A:28-3

N.J.S.A. 18A:28-5

N.J.S.A. 18A:28-8

N.J.A.C. 18A:37

N.J.A.C. 6A:7

N.J.A.C. 6A:8

N.J.A.C. 6A:9

See particularly:

N.J.A.C. 6A:9-3.3

N.J.A.C. 6A:9B-5

N.J.A.C. 6A:9B-8

N.J.A.C. 6A:9B-9

Comprehensive Educational Improvement and Financing Act

Criminal history record; employee in regular contact with pupils; grounds for disqualification from employment; exception

Dismissal and reduction in compensation of persons under tenure in

Physical examinations; requirement

Authority over pupils

School register; keeping

Citizenship of teachers, etc.

Residence requirement prohibited

Certificates required; exception

Employment and contracts

No tenure for noncitizens

Tenure of teaching staff members

Notice of intention to resign required

Discipline of pupils

Managing for equality and education in education

Standards and assessment

Professional standards

Professional standards for teachers

General certification policies

Requirements for instructional certificate

Instructional certificates

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<u>N.J.A.C. 6A:9B-11.3</u>	Authorization
<u>N.J.A.C. 6A:9B-9</u>	Instructional endorsements
<u>N.J.A.C. 6A:10</u>	Educator effectiveness
See particularly:	
<u>N.J.A.C. 6A:10-2.1 et seq.</u>	Evaluation of teaching staff members
<u>N.J.A.C. 6A:10-4.1 et seq.</u>	Components of teacher evaluation
<u>N.J.A.C. 6A:16</u>	Programs to support student development
<u>N.J.A.C. 6A:32-4</u>	Employment of teaching staff
<u>N.J.A.C. 6A:32-5.1</u>	Standards for determining seniority
<u>N.J.A.C. 6A:32-6</u>	School employee physical examinations
<u>N.J.A.C. 6A:32-7</u>	Student records

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.

Every Student Succeeds Act, Pub. L. 114-95, Title 1, 20 U.S.C.A. 6301 et seq.