Job Title: Gifted and Talented (GT) Teacher
Reports to: Principal/Instructional Services
Dept. /School: Instructional Services
Wage/Hour Status: Exempt
Pay Grade: Teacher Compensation Plan
Days: 187

Primary Purpose:

Provide identified gifted students with appropriate learning experiences that develop potential and lead to excellence. Assigned as itinerant to multiple elementary campuses to provide services for gifted students. Provide support for increasing student achievement for all students, specifically gifted students through staff development and instructional assistance for classroom teachers to support increased academic achievement for all students.

Qualifications:

Education/Certification:

- Bachelor's Degree
- Valid Texas teaching certificate
- At least three (3) years' experience in teaching
- State-required Initial 30 Hours of Gifted and Talented Training
- Gifted and Talented Endorsement preferred

Special Knowledge/Skills:

- Knowledge of the educational needs of gifted students
- Knowledge of strategies and materials for the education of gifted students
- Ability to design and implement STEAM related, interdisciplinary units of study
- Ability to use open-ended and problem-solving approaches in instruction
- Flexibility and confidence in working with gifted students, their parents, classroom teachers, and multiple principals
- Experience in facilitating groups
- Knowledge and experience in planning and delivering staff development
- Ability to interpret data
- Knowledge of curriculum and instruction
- Strong organizational, communication, and interpersonal skills

Major Responsibilities and Duties:

Program Management:

1. Implement procedures and coordinate the process to identify gifted and talented students at all elementary grade levels district-wide, including review of student data and administering testing of students.

2. Develop and implement lesson plans with a STEAM focus that fulfill the requirements of the gifted program.
3. Teach/demonstrate the integration of TEKS within the overall instructional program of gifted students.
4. Plan a program of study with a STEAM focus that meets the individual needs, interests, and abilities of gifted students based on the district's goals and objectives.
5. Prepare for classes assigned and show written evidence of preparation.
6. Employ a variety of instructional techniques and media which meet the needs and capabilities of gifted students.
7. Conduct student assessments and adapt curriculum and lesson plans accordingly.
8. Work cooperatively with classroom teachers to address gifted students' needs.
9. Attend/Facilitate all Lancaster ISD gifted program related meetings.
10. Coordinate and facilitate summer gifted camp and annual showcase display.
11. Build professional relationships with colleagues, community, and parents.
12. Develop and revise gifted curriculum with a STEAM focus.
13. Assist teachers to develop and provide gifted students with enriched or alternative course work through curriculum modification, compacting, etc.

Staff Development

14. Assist with developing and conducting and/or arranging for staff development sessions, including sessions on delivery of instruction, enriched learning in classroom settings, and methods for identifying gifted and talented students.

15. Maintain and improve competence through participation in professional training.
Provide learning experiences that assist school staff to make meaningful decisions about teaching and learning for gifted students.

16. Assist with maintaining teacher training records.

Consultation

17. Provide resources and materials to support staff in accomplishing program goals.

18. Consult with parents, administrators, counselors, teachers, community agencies, and other relevant individuals regarding gifted students.

19. Plan and conduct parent meetings, including parent information meetings.

Budget and Inventory

20. Assist with the selection and purchase of supplemental equipment and supplies for the program.

Policy, Reports, and Law

21. Comply with Texas State Plan for the Education of Gifted/Talented Students.
22. Maintain accurate, complete, and confidential records required by law, district policy, and administrative regulation(s).
23. Compile, maintain, and file all physical and computerized reports, records, and other documents required.
24. Comply with policies established by federal and state law, State Board of Education rule, and the local board policy.

Supervisory Responsibilities:

25. None.

Mental Demands/Physical Demands/Environmental Factors:
Tools/Equipment Used: Standard office equipment including personal computer and peripherals

Posture: Prolonged sitting; occasional bending/stooping, pushing/pulling, and twisting

Motion: Repetitive hand motions, frequent keyboarding, and use of mouse; occasional reaching

Lifting: Occasional light lifting and carrying (less than 15 pounds)

Environment: Frequent district wide travel; occasional statewide travel

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

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This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Signature Date