



# RIALTO UNIFIED SCHOOL DISTRICT

## BTSA Support Provider Job Description

### DEFINITION

Full time Beginning Teacher Support and Assessment (BTSA) Support Provider. The BTSA Support Provider will provide on-site guidance, assistance, and information to BTSA teachers to aid in their development of effective professional practices and will engage preliminary credentialed teachers in a job-embedded formative assessment system of support and professional growth to fulfill the requirements for the Clear Multiple Subject/Single Subject credentials. The position will be for one year, renewable annually for up to three consecutive years based on continued funding, successful completion of job requirements, and a satisfactory yearly evaluation.

### ESSENTIAL DUTIES

- Develop a sustaining mentoring relationship with each BTSA participating teacher based on openness, sharing, reflection, and trust.
- Guide and assist the BTSA participating teacher in developing and implementing and Individual Induction Plan (IPP) based on the California Standards for the Teaching Profession.
- Hold regularly scheduled on-site support sessions with the new teacher, provide on-call assistant and on-going informal discussions, complete non-evaluative classroom observations, and facilitate other classroom observation opportunities.
- Participate in all professional development activities for Support Providers including FACT modules, monthly training meetings, and SB 2042 credential requirements.
- Assist BTSA teachers in developing and maintaining an individual portfolio to be used in the formative assessment process.
- Participate in support and training activities for beginning teachers and Support Providers.
- Provide staff development on BTSA related topics for teachers/interns in need of such support.
- Provide feedback on program effectiveness to site administrators and the Senior Director, Professional Development Center.
- Participate in the program evaluation process.
- Comply with BTSA program reporting procedures.

### QUALIFICATIONS

#### Knowledge of:

- BTSA program is preferred.
- Appropriate State curriculum frameworks and Content/Performance Standards.

#### Ability to:

- Communicate effectively with other professionals.
- Demonstrate ability to work collaboratively with beginning teachers.

#### Experience and Education:

- At least five (5) years of exemplary classroom teaching experience and/or mentor teaching experience which includes assessing student learning, creating and maintaining effective environments for student learning, and designing learning experiences necessary to meet the needs of a diverse student population.
- Possession of a valid California clear teaching credential.
- Bachelor's degree or higher degree from an accredited college or university.
- Tenured certificated employee.
- CLAD certificate or equivalent.

### PHYSICAL DEMANDS

#### Physical class:

**Moderate Work:** - lifting 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.

**Work area requirements:**

Regular classroom, on the playground, parking lot, bus stop areas and possibly field trips. Ability to traverse campuses and sites of 10 to 40 acres which would include asphalt, grass on playgrounds, and dirt.

**Physical requirements:**

The time requirements are listed considering this wording and meaning:

Occasionally/Low - up to 3 hours	Kneeling:	Occasionally
Frequently/Medium - 3 to 6 hours	Sitting:	Occasionally
Constantly/High - 6 to 8 hours plus	*Driving:	Occasionally
Stooping: Occasionally	Walking:	Frequently
Bending: Frequently	Push/Pull:	Occasionally
Lifting: Frequently	Standing:	Occasionally
Reaching: Frequently	Carrying:	Frequently
Handling: Frequently	Fingering:	Frequently
Grasping: Frequently		

***\*Possession of a current California Driver's license, a DMV printout and the ability to be covered by the company auto insurance is required.***

**Frequent motion:**

Keyboarding: Occasionally	Twisting: Frequently	
Elbow flexion/extension: Frequently	Wrist flexion:	Frequently
Forward should/neck flexion: Frequently	Reaching to shoulder level:	Occasionally
Reaching below shoulder level: Frequently	Reaching above should level:	Occasionally

**Sensory requirements:**

Ability to see: Constantly	Ability to smell: Constantly
Ability to hear: Constantly	Ability to touch: Constantly
Ability to talk: Constantly	

**Must be able to deal with these environmental considerations:**

Heat: Yes	Fluorescent lights: Yes
Noise: Yes	Working outside: 5% of the day
Odor: Yes	Working inside: 95% of the day
Humidity: Low	Floor may be slippery at times: Yes
Moisture: Yes	Working in close quarters with others: Yes

**This job requires:**

Alertness: Constantly	Attention to detail: Constantly
Recall of names and dates: Yes	The use of two hands: Constantly
Ability to work in temperatures down to 40 degrees and up to 110 degrees	

**Ability to deal with psychological factors:**

Team work: Yes	Repetitive tasks: Yes-high
Frustration: Medium	Level of responsibility: High
Flexible: Yes	Must keep up with schedule: High
Able to work overtime as needed: High	
Dealing with angry teachers, student, and parents: Medium	

MT: 06/2013