



## SPECIAL ASSIGNMENT SOCIAL STUDIES TEACHER

### Purpose Statement

The job of the Special Assignment Social Studies Teacher has been established for the purpose of creating social studies curricula that are based on the Tennessee Social Studies Standards and make use of Open Education Resources. Working as part of a collaborative team, this individual locates and evaluates instructional resources, organizes the resources to correlate with the district's scope and sequences, and creates support materials for teachers.

This is a 220-day assignment, with commensurate pay, beginning in July, 2018 and ending in mid-June of 2019. The Special Assignment Teacher will follow the same calendar as other teachers, including all the same breaks.

This job reports to the Curriculum Director and maintains strong collaboration with the Social Studies Curriculum Specialists.

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### Essential Functions

- Locates and analyzes instructional resources that align to the WCS scope and sequences for social studies courses.
- Makes decisions about appropriateness, accuracy, and instructional effectiveness of a wide variety of open educational resources.
- Collaborates with a variety of parties (curriculum team members, WCS teachers, subject experts, and providers of open source resources) for the purpose of ensuring that resources meet student, school, and district objectives.
- Must be able to communicate with a variety of people in a variety of ways to ensure effective dialogue for curricula development.
- Gathers and/or creates conceptual support material for teacher use when implementing curricula.
- Identifies appropriate and effective assessment tools, including both formative and summative measures.
- Gathers and/or creates recommended instructional activities that support active student learning and mastery of essential content.
- Participates in and/or leads professional development on the implementation of created curricula.
- Participates in meetings, workshops and/or trainings for the purpose of conveying and/or gathering information required to perform job functions.
- Prepares a variety of documents and instructional materials in electronic formats.
- Researches emerging strategies and materials designed to maximize student learning.

### Other Functions

- Performs other related duties as assigned for the purpose of ensuring the development of effective social studies curricula and resources.



## Job Requirements: Minimum Qualifications

- Must possess strong conceptual understanding of social studies, including knowledge of how focus areas of social studies are related to one another.
- Must be able to write clearly and effectively, following the conventions of standard English.
- Must possess strong knowledge of effective pedagogy, especially in ways to ensure that the study of social studies is active and engaging for students.
- Must be able to work collaboratively with a team.
- Must be comfortable working to meet deadlines.
- Must have strong technology skills, including some familiarity with Google Classroom.

### **Responsibility**

Responsibilities include: working under limited supervision using standardized practices and/or methods; leading, guiding, and/or coordinating others; and operating within a defined budget.

### **Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Generally the job requires 60% sitting, 20% walking, and 20% standing.



**EXPERIENCE:** Experience teaching social studies is required.

**EDUCATION:** Bachelor's degree in related field required. Master's preferred.

**EQUIVALENCY:** None Specified

**REQUIRED TESTING:**  
Pre-Employment Drug & Alcohol Screening

**CERTIFICATES & LICENSES:**  
Valid Teachers Certification and/or License

**FLSA STATUS:**  
Exempt

**CONTINUING EDUCATION / TRAINING:**  
Maintain Licensure

**CLEARANCES:**  
Criminal Justice Fingerprint/Background Clearance

**SALARY GRADE:**  
Certified