CHICO UNIFIED SCHOOL DISTRICT  
1163 East Seventh Street  
Chico, California 95928  
(530) 891-3000, Ext. 142

JOB DESCRIPTION  
SECONDARY CLASSROOM TEACHER - CONTINUATION HIGH SCHOOL

Brief Description of Position  
Teaches a variety of courses to students enrolled in the Continuation High School and assists in other school programs as assigned.

Major Duties and Responsibilities  
1. Teaches a number of courses as determined by the site administrator.  
2. Instructs students in citizenship, basic communication skills and other general elements of the course of study common to all teachers, as specified in State law and administrative regulations and procedures of the school district.  
3. Develops individualized contracts and programs for use in assigned courses.  
4. Provides individual instruction in order to adapt the curriculum to the needs of students with varying intellectual abilities, attitudes and cultural backgrounds.  
5. Establishes and maintains standards of student behavior needed to provide an orderly, productive classroom environment.  
6. Evaluates each student's development in course being taught and reports progress.  
7. Maintains professional competence through participation in inservice education activities provided by the District, and/or in self-selected professional growth activities.  
8. Works with students in a teaching/counseling-type role.

Other Duties and Responsibilities  
1. Selects and requisitions books, instructional aids and instructional supplies and maintains required inventory records; may request speakers and field trips.  
2. Communicates with parents and school counselors to discuss the individual student's progress.  
3. Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude and learning problems.  
4. Supervises students in out-of-classroom activities during the assigned working day including participation in and supervision of recreational activities and sports.  
5. Participates in curriculum and other development programs within the school assignment and/or on a District level. May teach under modular or flexible scheduling plans.  
6. Performs basic attendance accounting and business services as required.  
7. May plan and coordinate the work of aides, teacher assistants or other paraprofessionals.
Job Description - Continuation High School Teacher

Supervision Exercised or Received
Under the immediate direction of the site administrator/designee.

POSITION QUALIFICATIONS

Minimum Qualifications
1. **Credential** Any valid credential issued by the State of California to perform the services of a teacher; authorization in secondary subject area preferred.
2. **Education** Bachelors degree, including all courses needed to meet credential requirements; major or minor in secondary subject area preferred.
3. **Personal Qualities** Appearance, grooming, and personality which establish a desirable example for students. Ability to meet District standards for physical and mental health. Better than average recommendations from student teaching supervisors or other professionals who have observed the personal characteristics, scholastic attainment, and classroom performance of the teacher.

August 1990