



Job Description

Position Title:	Teacher, P-Tech Support
Job Title:	Teacher
Function:	Instruction
Family:	Instructor

Reports to:	P-Tech Coordinator	Pay Grade:	Teacher Salary
Terms of Employment:	<ul style="list-style-type: none"> Follow the instructional calendar as approved by the School Board and no less than 197 days per school year. Probationary Educator contract. Salary is in the Teacher Salary Schedule on the SAISD Compensation Plan as applicable with additional consideration for directly related experience. 	FLSA Classification:	Exempt
Funding Source:	This position is partially local and grant funded. Annual employment is contingent upon the availability of funds.		

Position Summary

The P-TECH Support Teacher will enable students to develop competencies and skills that will prepare them for success in higher education and careers by coordinating with campus staff to monitor and support P-TECH students in meeting the requirements of the program, the Texas Education Agency’s P-TECH blueprint, and related P-TECH Outcome-based Measures. The P-TECH Support teachers will provide support for students with appropriate learning activities and experiences designed to fulfill their maximum potential for intellectual, emotional, physical, and social growth. Duties include building relationships with parents and students, tracking and monitoring P-TECH student data and required documentation, supporting students in becoming college-ready through TSIA, assist students in applying for college and enrolling in dual credit, scheduling, monitoring grades and attendance in all courses, facilitating college courses (online and physical), and supervision in the dual credit classrooms

Essential Functions / Key Responsibilities

1. Monitor and report P-TECH students’ attendance, schedules, grades, dual credit courses, and related data to ensure students are on track to meet graduation requirements, college degree requirements, and the Texas Education Agency’s P-TECH Blueprint and Outcome-Based Measures required as part of the P-TECH designation.
2. Coordinate and support interventions to assist students in overcoming barriers in meeting their annual requirements and benchmarks to complete the P-TECH program from counseling, administration, campus teachers, college instructors, college and community partners, and central office departments.
3. Support students and coordinate resources to assist students with meeting college and career readiness outcomes.
4. Oversee a menu of industry and work-force engagement opportunities, including school-based activities, mentoring, internships, career talks, as well as work-based learning projects, (and) job shadowing.
5. Utilize AVID strategies to help students analyze and improve study methods and habits.
6. Collaborate with the P-TECH coordinator support the program recruitment, retention, and outcomes of the program.



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7. Ensure classroom environment is conducive to learning and appropriate for the physical, social, and emotional development of students.
8. Manage student behavior in accordance with the Student Code of Conduct and student handbook.
9. Participate in staff development and staff meetings and pursue ongoing professional development opportunities.
10. Attend and participate in district level and campus faculty meetings and serve on staff committees as required.
11. Performs other related duties as assigned within the appropriate skill and experience capabilities expected for this position.

Minimum Requirements

- Bachelor's degree from an accredited college or university.
- Valid Texas Teaching Certificate.
- Student teaching or approved internship.
- **No Teaching Experience:** Favorable recommendation from an educational program supervisor.
- **1-2 Years of Teaching Experience:** The summative evaluation scores must be at "proficient" or above in four of sixteen dimensions with no "improvement needed" in any dimension using TTESS or a comparable performance evaluation tool.
- **3 or More Years of Teaching Experience:** The summative evaluation scores must be at "proficient" or above in nine of sixteen dimensions with no "improvement needed" in any dimension using TTESS or a comparable performance evaluation tool.
- Candidate must have satisfactory outcome of fingerprinting background check. Non-refundable fee (approximately \$50.00) paid by the employee

Preferred Requirements

- Work-based learning program experience or experience with assisting students to become college ready.
- AVID Training.
- Career and Technical Education Teacher Certification, Math or ELA Certified.

Knowledge, Skills & Abilities

- Effective communication skills, both oral and written, with diverse groups of individuals utilizing tact and diplomacy.
- Excellent ability to establish and maintain positive working relationships with students, families, district personnel, business partners, and community
- Knowledge and skills in TEA P-TECH Blueprint.
- Demonstrated ability to prepare students to pass TSI Assessment.
- Ability to align course content to accountability industry certification exams and outcome-based measures of the P-TECH blueprint.
- Knowledge of High School Career & Technical and/or Technology TEKS as well as associated shifts in pedagogical practice, next-generation assessment instruments, project-based learning, 21st-century learning skills and strategies, technology integration, assessment literacy, and student engagement strategies; Knowledge of industry-related software.
- Demonstrated ability to market P-TECH pathway information to students, staff, parents, and business
- Strong organizational, communication, and interpersonal skills.
- Demonstrated ability to adjust and adapt to a multitude of situations in the school environment.
- Alternative methods of performing the position as assigned.



Working Conditions

Work Environment:

- Computer, computer software programs and peripherals, teacher resource materials and equipment, copier, fax, and other equipment applicable to position.
- Frequent exposure to: temperature extremes (hot and cold), humidity extremes, noise. Occasional exposure to: biological hazards (communicable diseases, bacteria, insects, mold, fungi, etc).

Physical Demands/Requirements:

- Maintain emotional control under stress; work with frequent interruptions/deadlines; frequent sitting, standing, walking, climbing, balancing, pulling and pushing; reaching, repetitive hand motions, hearing, speaking clearly, visual acuity and prolonged data input; occasional lift/carry light, moderate 15-44 pounds.

Supervisory Responsibilities / Direct Reports

- Supervise students and monitor workflow of P-TECH Teachers and IHE DC Faculty, as appropriate

It is the policy of San Antonio ISD not to discriminate on the basis of race, color, religion, national origin, age, sex, gender identity, gender expression, sexual orientation or disability in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended, and SAISD's board policies DIA, FFH, and FFI.

Employee Printed Name: _____

Date: _____

Employee Signature: _____