

# LYDIA HOME – ROCKFORD

2323 South Sixth Street, - Rockford, IL – (815) 966-0039

## Job Description

**Position:** Teacher

**Program:** Lydia Urban Academy

**Supervisor:** Rockford Director

**Minimum**

**Requirements:** Bachelor's degree preferred in the course subject area. A minimum of two (2) years of experience with youth at risk is a plus. The ability to communicate and maintain good relationships and to be able to carry out the mission and philosophy of LYDIA Home Association is needed.

**Function:** Responsible for the daily instructional duties of Lydia Urban Academy.

**Responsibilities:**

- 1) Oversee effective **classroom management**, that will (a) teach and model decorum in the areas of respect, integrity, and diligence; and (b) maintain student records, to include academic performance and progress reports;
- 2) To assist the students with **academic work** through: developing appropriate unit and lesson plans, life skills, study skills, notebook completion, following individual learning plan, remediation needs, character development;
- 3) Serve as part of **LUA team** of LYDIA-Rockford, working cooperatively with LUA Director, and other LYDIA-Rockford staff and volunteers to implement the **mission and vision** of LYDIA Urban Academy and LYDIA-Rockford;
- 4) Help ensure that the LUA meets **professional standards**, including NCA CASI (North Central Association, SSN (StreetSchool Network™) expectations, program guidelines and standards, and grant requirements;
- 5) **Responsible for quality of student care** by helping to develop and administer LUA such that educational, emotional, and spiritual needs of students are met;
- 6) Under direction of LUA Director, help to implement **LUA policies and procedures** regarding confidentiality and educational service;
- 7) To be involved in the **quality assurance and accreditation** standards that will help the quality of services to students, families and the community at large;
- 8) Participate in and contribute to **staff development** activities and regular supervision for personal and professional growth; to include periodic individual meetings with supervisors, and monthly/weekly staffing meetings and trainings;
- 9) Other duties as assigned and agreed upon.

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Staff Signature

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Date

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Director Signature

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Date