



District of Scholars, Achievers, Champions

TOBACCO USE PREVENTION EDUCATION AND PEER RESOURCE/CONFLICT MEDIATION PROGRAM TEACHER

Revision Date: 01.13.10

BRIEF DESCRIPTION OF POSITION:

The Tobacco Use Prevention Education (TUPE) and Peer Resource Program/Conflict Mediation Program Teacher is a special assignment, under the direct supervision of the Assistant Superintendent, Educational Services, is responsible for assisting in the coordination and implementation of the TUPE and Peer Resource Program/Conflict Mediation Program.

MAJOR DUTIES AND RESPONSIBILITIES:

- a. Work as a team partner in implementing the TUPE program and the Peer Resource Program. **E**
- b. TUPE Program responsibilities include:
 1. Monitors and tracks implementation objectives at each school.
 2. Co-coordinates the site liaisons in all program activities including;
 - i. Scheduling and facilitating monthly TUPE meetings
 - ii. Arrange for trainings, order training materials and secure training sites.
 - iii. Train students in peer-helping and conflict mediation skill at each school site
 - iv. Assist in designing recruitment strategies.
 3. Network with outside agencies and parent groups.
 4. Review curriculum materials and make recommendations for purchase.
 5. Provide technical assistance in activity implementation.
 6. Assist in selection of cessation counselors and monitors cessation implementation.
 7. Assures district policies are current, support programs are available, are disseminated to staff, students, and parents and liaison with site administrators in regard to policies.
- c. Peer Resource responsibilities include:
 1. Trains certificated staff in supervision and training of student students to act as resources for their peers. **E**
 2. Demonstrates problem-solving techniques that can be taught to students. **E**
 3. Teaches co-facilitating skills to staff in providing group guidance activities in areas such as conflict mediation, anger management, peer mediation, or substance abuse intervention. **E**
 4. Serves as a resource to community groups and feeder schools in providing prevention support activities. **E**
 5. Conducts training of staff in a violence reduction program and in conflict mediation. **E**
 6. Works with site Crisis Teams in dealing with emergency situations.
 7. Insures that staff understands and teaches confidentiality standards and appropriate referral procedures. **E**
 8. Assists sites in establishing and implementing school-based programs, Tobacco Use Prevention Education and Peer Resource Program Teacher – which contribute to violence reduction and campus climate appropriate for learning. **E**
 9. Prepares school specific data for required reports under AB1113 to evaluate program outcomes.
 10. Implement the California Healthy Kids Survey. **E**

PHYSICAL CHARACTERISTICS:

Must be able to bend, stoop, reach, lift and stand for prolonged periods; see to read fine print and for depth perception; use hands and fingers to perform tasks; speak clearly and hear well enough to communicate effectively.

REQUIREMENTS:

WORK YEAR:	Regular Teacher Work Year
CREDENTIAL:	Current valid secondary teaching credential, or pupil personnel services credential
SALARY:	Placement on Teacher Salary Schedule
OTHER:	Must have skills to train students in Peer helping skills, conflict mediation and Tobacco Presentations. Must be able to train staff in grief crisis and lead in grief crisis situations. Ability to travel to various sites Valid California Driver's License

(Please note since both programs are Board approved and the programmatic budgets contained personnel costs necessary to implement, this position is being advertised as a temporary/restricted position funded by categorical/grant revenues.)