

Title I Teacher

Employer: Gulfport School District

School: St. James Catholic Elementary School

Position: Title I Teacher

Hours: 15 hours per week

Rate of Pay: \$17.99 per hour

Schedule: Flexible; teacher develops their own schedule in coordination with St. James Catholic Elementary School

Position Summary

The Title I Teacher serves as the liaison between Gulfport School District Federal Programs and St. James Catholic Elementary School and is responsible for coordinating and providing Title I tutoring services to eligible students in Kindergarten through 6th grade.

The Title I Teacher works closely with classroom teachers and school administration to identify students who qualify for Title I services, develop an appropriate tutoring schedule, provide individualized or small-group academic instruction, monitor student progress, and maintain all required Title I documentation and reports.

Essential Duties and Responsibilities

Title I Program Coordination

- Serve as the primary liaison between Gulfport School District Federal Programs and St. James Catholic Elementary School regarding the implementation of the Title I program.
- Ensure that Title I services are provided in accordance with Gulfport School District and federal program requirements.
- Maintain required Title I documentation, records, and reports using Microsoft Word and Microsoft Excel.
- Maintain accurate records of student eligibility, tutoring services, attendance, progress, and other required program information.
- Complete and submit required reports and documentation in a timely manner.

Student Identification and Eligibility

- Assist in identifying students who may qualify for Title I tutoring services.
- Determine student eligibility using STAR assessment scores, teacher evaluations, classroom performance, and other appropriate academic data.
- Work with classroom teachers to identify students who demonstrate a need for additional academic support.
- Maintain appropriate documentation supporting student eligibility for Title I services.

Academic Intervention and Tutoring

- Provide supplemental academic instruction to qualified Title I students in Kindergarten through 6th grade.
- Work with classroom teachers throughout the school year to determine appropriate instructional goals and areas of academic need.
- Provide tutoring to students individually or in small groups on a weekly basis.
- Provide targeted support primarily in reading and mathematics and other academic areas as appropriate.
- Reinforce skills and concepts taught in the students' regular classrooms.
- Differentiate instruction based on individual student needs and academic performance.
- Monitor student progress and adjust instruction as needed.
- Maintain a positive, encouraging, and supportive learning environment.

Collaboration

- Collaborate regularly with classroom teachers to coordinate tutoring services and ensure that instruction supports classroom learning.
- Communicate with teachers regarding student strengths, areas of concern, progress, and instructional needs.
- Coordinate the tutoring schedule to minimize disruption to classroom instruction while ensuring that eligible students receive appropriate services.
- Communicate with school administration regarding the implementation and effectiveness of the Title I program.

Scheduling

- Provide 15 hours of Title I services per week.
- Develop and manage an individual weekly tutoring schedule based on the academic needs of eligible students and in coordination with classroom teachers and school administration.
- Ensure that all eligible students receive consistent weekly tutoring services.

Qualifications and Employment Requirements

- Bachelor's degree in education or a related field preferred.
- Valid Mississippi teaching license/certification preferred, but not required.
- Elementary teaching experience preferred.
- Experience providing reading and/or mathematics intervention preferred.
- Experience working with individual students and small groups.
- Ability to analyze STAR assessment data and teacher evaluations to identify student needs.
- Proficiency in Microsoft Word and Microsoft Excel.
- Strong organizational and record-keeping skills.
- Excellent communication and collaboration skills.

- Ability to work independently while maintaining effective communication with Gulfport School District and St. James Catholic Elementary School.
- Commitment to supporting the academic success of students.
- Successful completion of all required background checks and screening processes through both the Diocese of Biloxi and Gulfport School District is required prior to employment.
- Must comply with all applicable policies and requirements of the Diocese of Biloxi, Gulfport School District, and St. James Catholic Elementary School.

Compensation

This is a Gulfport School District-paid position for 15 hours per week at \$17.99 per hour.

The Title I Teacher is responsible for fulfilling the required weekly hours while maintaining a flexible schedule that meets the needs of eligible students and the school.