



## Crete-Monee School District 201-U

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### JOB DESCRIPTION

**TITLE: Special Education Teacher – Program for Academics and Life Skills (PALS)**

#### **Purpose Statement**

The Special Education Teacher for the Program for Academics and Life Skills (PALS) is responsible for delivering individualized instruction and support to students with significant cognitive, communication, and adaptive needs. The PALS teacher creates a structured and nurturing environment to promote student growth in academic, social, emotional, and daily living skills, preparing students for greater independence in school, home, and community settings.

#### **Reports To**

Director of Special Education and Building Principal

#### **Essential Functions**

- Develop and implement Individualized Education Programs (IEPs) tailored to the needs of each student.
- Plan and deliver instruction focused on functional academics, communication, self-care, vocational training, and life skills.
- Utilize evidence-based instructional strategies and curriculum modifications.
- Collaborate with related service providers, support staff, and families to address students' holistic needs.
- Maintain accurate records of student progress, behavior, and data collection for IEP goals.
- Supervise and direct paraprofessionals within the classroom.
- Foster a positive, respectful, and inclusive classroom environment.
- Support student participation in general education settings when appropriate.
- Implement behavior intervention plans and support strategies consistently.
- Ensure compliance with all federal, state, and district special education regulations.

## **Job Responsibilities**

- Serve as case manager for assigned students, including scheduling and leading IEP meetings.
- Collaborate with school staff and parents to promote student success and generalization of skills.
- Participate in professional development, team meetings, and training as required.
- Maintain open and effective communication with families regarding student progress.
- Monitor student safety and well-being at all times.
- Perform other duties as assigned by administration.

## **Job Requirements: Minimum Qualifications**

- Bachelor's degree in Special Education or related field.
- Valid Illinois Professional Educator License with LBS1 endorsement.
- Experience working with students with significant cognitive and adaptive disabilities preferred.
- CPI or other crisis intervention training preferred or willingness to be trained.

## **Knowledge/Skills/Abilities**

Ability to maintain confidentiality

Must be able to provide platinum customer service including tact, courtesy, and patience

Excellent written and verbal communication skills.

Ability to establish and maintain effective working relationships with staff

Ability to work with frequent interruptions

Ability to discern significant student behavior and refer this to the supervisor

Ability to impart information to the child's level of comprehension

## **Physical Requirements**

This job requires moderate physical exertion, including:

- Exerting up to 20 pounds of force frequently as needed to move objects
- May require exerting up to 50 pounds of force occasionally
- Frequent visual, auditory, and tactile sensory perception
- Ability to move throughout the building and the building site as needed

**Terms of Employment**

Full-time, 9-month position. Salary and benefits are determined by the collective bargaining agreement and district policy.

**Classification**

This position is classified as a CMEA union non-exempt Teaching position.

**Evaluation**

Performance of this job is evaluated in accordance with provisions of the Board's policy on evaluation of personnel.