



## Crete-Monee School District 201-U

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### JOB DESCRIPTION

## **Title: Elementary Special Education Teacher – Instructional**

### **Purpose Statement**

We are seeking a highly skilled and compassionate Elementary Special Education Instructional Teacher to join our dedicated team. In this role, you will be responsible for providing specialized instruction to students with diverse learning needs in a self-contained special education classroom at the elementary level. Your primary objective will be to create a positive and inclusive learning environment that fosters the academic, social, and emotional growth of each student.

### **Reports To**

Building Principal and/or Director of Special Education

### **Essential Functions & Job Responsibilities**

#### **Individualized Education Plans (IEPs):**

- Collaborate with other educators, specialists, and parents to develop, review, and update IEPs for students with disabilities.
- Assess student abilities, strengths, and areas for growth to inform the development of appropriate goals and objectives.
- Ensure compliance with legal requirements and regulations related to special education services.

#### **Differentiated Instruction:**

- Modify and adapt curriculum materials to accommodate individual learning styles, abilities, and needs.
- Utilize a variety of instructional strategies, technologies, and accommodations to support student engagement and learning.
- Provide additional support, including small-group or one-on-one instruction, as needed.

#### **Classroom Management and Support:**

- Establish a positive and inclusive classroom environment that fosters respect, empathy, and understanding among students.
- Implement behavior management strategies and interventions to address individual student needs.
- Collaborate with general education teachers to promote the inclusion of students with disabilities in the general classroom setting.

#### **Progress Monitoring and Assessment:**

- Regularly assess student progress and adjust instruction accordingly.
- Use formative and summative assessment tools to track student growth and mastery of skills.
- Maintain accurate records of student performance, attendance, and behavior.

#### **Collaboration and Communication:**

- Work collaboratively with general education teachers, support staff, and specialists to ensure coordinated and cohesive support for students with disabilities.
- Communicate regularly with parents or guardians to provide updates on student progress, address concerns, and facilitate partnerships in supporting student learning.

**Professional Development:**

- Stay informed about current research, best practices, and trends in special education.
- Engage in ongoing professional development activities to enhance knowledge and skills related to teaching students with diverse learning needs

**Job Requirements: Minimum Qualifications**

- Bachelor's degree in special education or a related field (Master's degree preferred).
- Valid state teaching certification in special education, LBS1 certificate.
- Knowledge of special education laws, regulations, and best practices.
- Experience working with students with special needs, preferably in a high school setting.
- Strong understanding of different learning styles and abilities.
- Excellent communication and collaboration skills.
- Ability to develop and implement individualized education plans (IEPs).
- Patience, empathy, and a genuine desire to support the academic and personal growth of students with special needs.
- Ability to adapt instructional strategies and materials to meet individual student needs.
- Strong organizational skills and attention to detail.

**Terms of Employment**

This position follows the CMEA teacher's contract and up to 16 years teaching experience given, additional monies to commensurate with education. Single HMO medical, dental, and life insurance are paid by the Board of Education. Benefit days available: bereavement, personal, and sick days. Benefits subject to change per the CMEA bargaining agreement. All other benefits determined by the Board of Education.

**Classification**

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

**Evaluation**

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