



Crete-Monee School District 201-U

JOB DESCRIPTION

Title: Elementary Special Education Teacher

Purpose Statement

The elementary school special education teacher is responsible for providing quality education and support to students with special needs in an elementary school setting. The teacher collaborates with students, parents, and other school staff to create a positive and inclusive learning environment that fosters academic and personal growth for students with diverse abilities.

Reports To

Building Principal

Essential Functions & Job Responsibilities

- Individualized Education Plan (IEP) Development: Collaborate with students, parents, and relevant professionals to develop, implement, and review IEPs tailored to meet the unique needs of each student.
- Instructional Planning and Delivery: Design and deliver effective instructional strategies, accommodations, and modifications to support students with diverse learning styles and abilities. Adapt curriculum materials and create appropriate resources to meet individual student needs.
- Classroom Management: Establish a positive and inclusive classroom environment that promotes engagement, participation, and appropriate behavior. Implement behavior management strategies and provide necessary supports to ensure a safe and productive learning environment.
- Assessment and Progress Monitoring: Regularly assess and monitor student progress, adjusting instructional strategies and interventions as needed. Use a variety of assessment tools to gather data and inform instructional decision-making.
- Individual and Group Instruction: Provide direct instruction to students both individually and in small groups. Differentiate instruction to meet varying levels of ability and support students in achieving their educational goals.
- Collaboration and Communication: Collaborate with general education teachers, support staff, and parents to ensure coordinated and consistent support for students with special needs. Communicate effectively with stakeholders regarding student progress, behavior, and individualized goals.
- Specialized Instruction and Services: Provide specialized instruction and services such as speech therapy, occupational therapy, or life skills training, as required by students' IEPs. Coordinate with related service providers to ensure appropriate delivery of services.
- Professional Development: Stay updated on best practices, research, and legislation related to special education. Engage in professional development opportunities to enhance knowledge and skills in working with students with special needs.
- Responsibilities:
 - Develop, implement, and review individualized education plans (IEPs) for students with special needs.
 - Design and deliver effective instructional strategies, accommodations, and modifications.

- Establish and maintain a positive and inclusive classroom environment.
- Assess and monitor student progress, adjusting instruction as needed.
- Provide individual and small group instruction to students.
- Collaborate with general education teachers, support staff, and parents.
- Provide specialized instruction and services as required by students' IEPs.
- Stay updated on best practices, research, and legislation related to special education.
- Attend and actively participate in staff meetings, professional development sessions, and parent conferences.
- Maintain accurate and thorough records of student progress and services provided.

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 an elementary 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

Single HMO medical, dental, and life insurance are paid by the Board of Education. Benefits established by the Board of Education and Crete-Monee Education Association through professional negotiations.

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.