

Mount Prospect School District 57

Title: Special Education Teacher – Elementary/Middle School
ESY Extended School Year

Reports To: ESY/ELL Program Principal
Director of Student Services
Assistant Superintendent of Curriculum and Instruction

Job Goal: To develop and implement individualized education programs for students with special needs.

Performance Responsibilities

1. Implement student Individualized Education Plan.
2. Provide direct consultative services to the student in accordance with the IEP.
3. Provide a supportive environment to assist students with their specific academic and behavioral needs.
4. Ensure needed equipment and services are provided as outlined in the student's IEP.
5. Serve as the contact person for IEP team members, parents and administrators.
6. Assist in developing, implementing and monitoring behavioral plans.
7. Coordinate IEP progress monitoring and reporting to parents in accordance with district requirements.
8. Oversee the supervision of any instructional assistants assigned to support students on caseload.
9. Collaborate with teachers and instructional assistants to facilitate the inclusion and integration of special education students.
10. Maintain accurate, complete and appropriate records on all assigned students in accordance with district requirements.
11. Perform other duties as directed by the principal or assistant superintendent for special services.

Qualifications

- Knowledgeable about rules and regulations governing special education.
- Able to effectively interpret, summarize and communicate findings about students.
- Knowledgeable about a wide variety of formal and informal assessment techniques to evaluate the educational functioning of children.
- Knowledgeable about current trends in special education and general education.
- Knowledgeable about instructional content and methodology related to academic and behavioral interventions.
- Possess the ability to mediate in conflict situations.

Certification:

Certification as set by state certification authorities. (LBS I)

Terms of Employment

Determined by the Board of Education

Program Dates: July 09 – July 27, 2018 (Monday through Friday)

Salary consistent with teachers' contract.

Revised March 2016