



East Moline School District #37 Position Description

Job Title: Special Education Teacher K-8

Supervisor: Building Principal
Associate Superintendent for Exceptional Programs

Qualification Requirements:

1. Illinois Professional Educator License, (PEL) or Educator License with Stipulations (ELS), licensed for the grade level and in the area of disability as students assigned to the classroom (LBS1)
2. Must be skilled at teaching in a team atmosphere This person will have responsibilities within the building as part of a Professional Learning Community
3. Must be adept at building relationships and maintaining high academic and behavioral standards for all students
4. Possess competence in computer skills and use of other educational technology such as, but not limited to, Smartboards, iPads, etc.
5. Must possess strong interpersonal skills with a proven record of building rapport with culturally diverse students and families, to ensure each child reaches his/her full potential

Summary: To provide quality instructional services to children with disabilities, according to the child's Individual Educational Program

Essential Duties and Responsibilities:

1. Employs special educational strategies, including but not limited to scientifically or evidence based instruction, and techniques to improve the development of sensory-and perceptual-motor skills, language, cognition and memory
2. Plans and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate newly acquired knowledge
3. Teaches socially acceptable behavior, employing techniques such as behavior modification and positive reinforcement Establish and enforce rules for behavior and policies and procedures to maintain order among students that align with the district's social emotional curriculum
4. Confers with parents, administrators, and educational team members to develop individual educational plans designed to promote students' educational, physical, and social/emotional development
5. Attends and actively participate in team meetings to discuss individual students' needs and progress Employ a problem solving process to determine a course of intervention as prescribed by the district's tiered interventions outlined in the district's curriculum
6. Administers identified district and state required assessments and utilize and interpret student performance data to adjust instruction
7. Confers with other staff members to plan, schedule and implement lessons that promote learning following the district's curriculum frameworks
8. Reflects on personal teaching practices to improve professional competence; demonstrates awareness of strengths and limitations, actively engages in recommendations and instructional feedback from self-reflection, administrators and colleagues through instructional rounds, etc. and sets personal and professional goals for improvement
9. Establishes clear objectives for all lessons, units, and projects, and communicate those objectives to students
10. Coordinates integration of students with special needs into the general education environment
11. Maintains confidentiality standards as defined by local, state, and federal rules and regulations
12. Performs other duties as assigned by supervisors
13. Supports the East Moline School District #37 and imparts a positive image of the District within the schools and community

Terms of Employment:

Salary and work year as determined by the Board of Education, East Moline School District #37 Board Policy, and applicable collective bargaining agreement

Evaluation:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Licensed Personnel

Department: Office of Exceptional Programs

FLSA Status: Exempt

Physical Demands:

While performing the duties of this job, the employee is frequently required to stand, walk and talk or listen and possibly sit on the floor, depending on the age of the children or the nature of the lesson. The employee may need to lift arms to use classroom equipment, and may need to occasionally stoop, kneel, or crouch. The employee is directly responsible for the safety, well-being and work output of other people. Specific vision abilities required by this job include close vision to read hand-written or typed material and the ability to adjust focus. Hearing ability to monitor activity and presence of students and respond to communication with students and adults is required. The position requires the individual to meet multiple demands from several people Manual dexterity and the ability to operate computer equipment is required. Must be able to go up and down stairs on a regular basis. While performing the duties of this job, the employee may occasionally lift, push, or pull up to 35 pounds. When trained to do so, the employee must be physically able to use appropriate techniques for the safe physical management of children who are harming themselves or others.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment:

The job is typically performed in a school classroom setting. The noise level in the work environment is normally low to moderate, but may become loud when large groups are together. The employee may be required to move from place to place to provide instruction and may have to maneuver in crowded hallways. Duties are typically performed indoors, and occasionally outdoors, such as when students are boarding or unloading buses.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The information contained in this job description is in compliance with the American with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Approved by: Board of Education

Date Approved/updated: April 24, 2017