

Teacher - Special Education

Purpose Statement

To provide individualized education and/or services to students with gross motor developmental delays, cognitive delays and/or other impairments.

Essential Functions

- Uses effective teaching techniques and materials to implement established curriculum goals and objectives
- Creates a weekly written lesson plan describing daily learning experiences-this weekly lesson plan is to be correlated with the aims and/or objectives in the curriculum guide and/or course outline
- Monitors and assesses student progress in order to provide feedback on a regular basis to students and their parents
- Diagnoses, instructs and evaluates specific student needs and seeks assistance of district specialists as required
- Communicates aims and/or objectives to students in a well-planned, organized manner using clear and precise language
- Creates a classroom environment that is positive, productive, and conducive to learning and appropriate to the maturity and interests of students
- Assists the administration in implementing all policies and rules governing the development of proper student behavior
- Develops and implements reasonable classroom rules of behavior and procedure in a fair and just manner
- Creates educational experiences that provide each student the opportunity to develop his/her potential in the areas of personal-social adjustment, decision-making, positive self-image and other life skills
- Promotes and follows the adopted school district philosophy, policies regulations and administrative procedures
- Communicates concerns and ideas with colleagues, students, parents and community in a positive, professional and ethical manner
- Assumes legal responsibility for the supervision of students on school property or in attendance at school-sponsored activities
- Strives to maintain and improve professional competence
- Assumes individual responsibilities which may be assigned by the principal/supervisor and which may relate to committee work, student activities, student supervision or other planning and professional assignments
- Maintains accurate, complete, legible and correct records as required by law, district policy and administrative regulation
- Takes necessary and reasonable precautions to protect students, equipment, materials and facilities
- Utilize a variety of techniques and materials to execute appropriate curriculum
- Monitor student performance and progress, adjusting instruction as necessary
- Develop Individual Educational Programs for students with varying functioning levels
- Attends IEP meetings and maintain communication with IEP team members
- Writes quarterly progress reports.
- Develops long and short-term learning goals and objectives for students according to program guidelines and the IEP
- Assess student abilities and needs as needed to develop appropriate instruction.
- Establishes an instructional pace consistent with students' learning process
- Compiles and maintain necessary data and progress notes
- Maintains orderliness and safety of instructional areas
- Provides appropriate guidance to paraprofessional staff.

Job Requirements

Mental Requirements

Learning Development- Level E Knowledge in a recognized professional field or technological discipline sufficient to command various principles, facts, and practical applications. Learning development is obtained by the completion of a college curriculum resulting in a bachelor's degree in a specialized field; advanced mathematics, very advanced language development, proficient understanding of practical systems.

Problem Solving - Level 2 Work situations require consideration and interpretation of circumstances or information to choose the most effective responses. Solutions may be somewhat technical, yet are relatively straightforward, obvious and well-defined once problems are understood. Responses come from the realm of prior learning and experiences.

Physical Requirements

Physical Skill - Level A Basic level of learned physical skill is required. No special coordination beyond that used for normal mobility and handling of everyday objects and materials is needed to perform the job satisfactorily.

Physical Effort - Level 1 Minimal physical exertion is required. Most job time is spent sitting with occasional walking. Occasional lifting, guiding, and carrying of lightweight materials or equipment.

Social Requirements

Human Relations Skill- Level B Job requires patience in communication and well-developed verbal skills to exchange technical or complex information with individuals or small, informal groups. Skills in establishing harmonious relationships and gaining cooperation are important.

Scope of Contacts - Level 1 The important job contacts are with peers in the immediate work group and immediate supervisor. Occasional contact with individuals outside the organization may occur.

Work Environment

Performance Environment - Level A Changes in environments, work pressure, disturbances of work flow, and irregularities in work schedule are infrequent.

Physical Working Conditions - Level 1 Generally good working conditions. Little or no exposure to extremes in noise, temperature, etc. little or no exposure to safety or health hazards.

Accountability

Level of Accountability -Level B Responsible for producing journey-level work output on an independent basis subject to supervisory direction and review.

Organizational Impact - Level 3 Work results, decisions, and approvals impact the overall design of internal systems, programs, and/or research; the status of others; and/or critical aspects of the final product or service in terms of quantity or quality.

Experience, Education, and Certifications

Experience: Job related experience within the specialized field is preferred.

Education: Bachelor's degree from an accredited educational institution. Continuing Professional Development Specific to job requirements.

Certifications/Clearances: Valid Arizona Special Education Certificate. Meets all certification requirements for the grade level or subject area including proper teaching area endorsements. Must possess a valid Arizona DPS Level One IVP Fingerprint Clearance Card while employed.

Compensation Details

FLSA Status: Exempt

Pay Schedule: Teacher

Work Calendar: Teacher