



# Greater Albany Public Schools

## School Resource Teacher

**Salary Level:** Per Negotiated Agreement  
**Reports to:** Principal or SPED Director  
**Work Calendar:** 191-Days

**Classification:** Licensed  
**Location:** Varies

### **Greater Albany Public Schools**

Greater Albany Public Schools (GAPS) mission is “Building Bridges to Lifelong Learning and Brighter Futures.” We strive to realize that mission for every child and adult, every day. Because of our commitment to that mission, GAPS is a great place to work and live.

An easy drive to Eugene, Corvallis, and Salem, and less than ninety minutes from Portland, Albany offers a small town quality feel near urban amenities, magnificent natural resources, and the state's two major public universities (University of Oregon and Oregon State University). Residents enjoy easy access to the pacific coastline beaches, hiking and biking trails along the coastal mountain range, snowboard and skiing opportunities in the mountains to our east, and in its backyard the natural splendor of the Willamette Valley with its roving hills.

Research shows that women and people of color are less likely to apply for jobs unless they believe they meet every one of the qualifications as described in a job description. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. We would encourage you to apply, even if you don't believe you meet every one of our qualifications as described.

### **Position Description**

Under the general supervision of the School Principal, to maximize the learning experience of students with special needs, in academics, interpersonal skills and activities of daily living by implementing district approved curriculum; documenting teaching and student progress/activities, outcomes; addressing students' specific needs; providing a safe and optimal learning environment.

### **Responsibilities:**

- Conducts assessments, testing and diagnostic examinations of students for the purpose of identifying learning issues, and recommending courses of action or corrective procedures to overcome issues and maximize learning.
- Participates in PPT's and assists in developing Individual Educational Plans ("IEP") for students.
- Assists students and teaching staff in implementing students' IEP's and behavior management plans.
- Coordinates with outside agencies, organizations and institutions, including state and federal authorities as needed.
- Coordinates with administrators and other teaching staff members to ascertain individual student's abilities and needs, including students with special needs, and to familiarize stakeholders with social work services.
- Serves as ready resource to students and parents to provide counseling that will lead each student to increased personal growth, self-understanding, and behavioral management; serves as liaison between home and school.
- Continues to acquire professional knowledge and learn of current developments in the educational field by attending seminars, workshops or professional meetings, or by conducting research, and by maintaining professional relationships with members of institutions of higher learning and the business community.
- Organizes and maintains a system for accurate and complete record-keeping and providing student information to prospective colleges and employers, as required by district procedures and applicable laws.

- Encourages parental involvement in students' education and ensures effective communication with students and parents.
- Assists in the orientation of new teachers, and provides in-service training in guidance.
- Selects and requisitions appropriate books, aids and other supplies and equipment and maintains inventory records.

**Additional Responsibilities:**

- The employee will maintain regular attendance in accordance with applicable rules and will arrive for work fit for duty.
- The employee is dressed and groomed in a clean and appropriate professional manner for the assignment and work setting.
- The employee will manage the use of district property, equipment and materials effectively and economically.
- The employee will meet the Teacher Standards and Practices Commission Standards for Competent and Ethical Educators

**Minimum Requirements:**

- Current Oregon Licensure through Teachers Standards and Practices Commission in special education, or ability to obtain a license;
- Criminal history verification/clearance
- COVID-19 Vaccine or district approved medical or religious exemption

**Desired Qualifications:**

- Experience teaching students with a wide variety of disabilities.
- Experience with writing and implementing IEPs.
- Successful experience developing systems and schedules using assistants to assist in meeting IEP goals and objectives, facilitating inclusion experiences and ensuring a high quality educational opportunity for all students

**Physical Demands:** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. This job is performed in a generally clean and healthy environment.

**NOTE:** This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job.

**Anti-Discrimination Policy and Commitment to Diversity:**

We believe that diversity is a strength, and we are committed to maintaining an inclusive, multicultural network. We are an equal-opportunity employer and welcome all qualified applicants.