

# Kalamazoo Public Schools

Every child. Every opportunity. Every time.

September 27, 2020

## Elementary Special Education Resource Room Teacher

Location to be Determined

KEA Salary Schedule, 1.0 FTE

### Scope of Responsibilities

Teach as an inclusion, resource room, or self-contained Special Education teacher through planning and implementing instructional strategies for student academic growth.

### Performance Responsibilities

1. Provides individual, small group, and whole-group instruction.
2. Monitors student progress in the school environment including academic achievement and behaviors.
3. Maintains a safe and orderly environment, which may include monitoring specific health concerns of students in the classroom and teaches social skills.
4. Plans curriculum, lessons, behavior plans, and special education programs and teaching methods.
5. Aligns goals and objectives from individual students to meet the needs of all students.
6. Uses data-based decision making to problem solve challenging situations.
7. Collects data, reviews, analyzes, and revises implementation plans and interventions.
8. Maintains contact with parents/guardians of students.
9. Evaluates student progress based on observations, data, and assessments, determines goals, objectives and directions.
10. Prepares report cards, educational records, IEP procedures, data collection, behavior plans, classroom observation records, and other forms.
11. Coordinates and collaborates with other staff for services.
12. Conducts IEP team meetings.
13. Uses technology to track student progress, prepare written reports, implement IEPs, and record progress.
14. Attends staff and district meetings and trainings as required.

### **Minimum Qualifications**

1. BS or BA degree
2. Valid Michigan certificate with one of the following endorsements: Cognitive Impairment (SA), Emotional Impairment (SE), Learning Disabilities (SM), Autism Spectrum Disorder (SV), Physical or Other Health Impairment (SC)
3. Possess technology skills

### **Desirable Qualifications**

1. Successful experience working with a diverse population in an urban setting.
2. Experience working with children who have disabilities.
3. Experience in handling students with challenging behaviors, and teaching social skills.
4. Experience in developing academic and behavioral interventions.
5. Knowledge of special education law.
6. Ability to clearly express ideas and concepts verbally and in writing.
7. Background in learning and behavior management.
8. Ability to develop and maintain acceptable relationships with school staff.

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