

Washington Township Schools

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www.msdwt.k12.in.us



The Metropolitan School District of Washington Township (MSDWT) is located in the northern section of Indianapolis. It is a dynamic community with broad diversity in cultures, religions, ethnic groups, races, and socioeconomic levels. MSDWT has been an educational leader in Indiana for the last sixty years.

Our mission is to nurture our students into tomorrow's leaders by cultivating learning environments that ignite innovation, amplify diverse and critical thinking, and inspire growth and achievement.

JOB DETAILS

Job Title	Special Education Paces Teacher
Qualifications Profile (Licensure)	This position requires a valid and active license issued by the Indiana Department of Education in Special Education
Education	Candidates must document successful attainment of degrees required for licensure in the state of Indiana
Location	Clearwater Elementary
Position Start Date	immediate
Work Schedule	Full-Time
Calendar Length	185 day contract
FLSA Classification	Salaried, Exempt
Salary/Hourly Rate	The teacher salary schedule is based on teaching experience and starts at Bachelor's \$52,000/Master's \$53,000 with 0 years of experience.
Benefits	Benefits are effective 1 st of the month following the first day of employment. Additional benefits information can be found at https://www.msdwt.k12.in.us/benefits

JOB EXPECTATIONS & REQUIREMENTS

Position Purpose / Description

- The Teacher is responsible for teaching groups of students in a classroom setting, based on a curriculum and supported by instructional materials. The Teacher is responsible for developing daily lesson plans to ensure that the Teacher covers the curricular content in a timely manner throughout the semester or school year. The Teacher uses various instructional methods and techniques to meet the unique needs of the individual

students and to assess their learning; the Teacher modifies instruction, re-teaches and remediates to ensure the students' success.

Essential Functions

- **Plan and Adapt lessons** for the purpose of implementing IEP goals and meeting special needs of individual students. Using appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
- **Implement** an instructional curriculum for assigned students and show written evidence of preparation as required.
- **Assess** students' social and academic needs (e.g. behavioral, motor development, communication, etc.) for the purpose of evaluating students, placement and success of the program.
- **Advise** parents and/or legal guardians of student progress for the purpose of supporting teachers' expectations, developing methods for improvement and/or reinforcing classroom/mental health goals.
- **Collaborate** with school personnel, agencies and community agencies (e.g. social service agencies, caretakers, etc.) for the purpose of developing and modifying the program to maximize the quality of student outcomes, developing solutions and planning curriculum.
- **Direct** instructional assistants, volunteers and/or student aides for the purpose of providing an effective school program and addressing the needs of individual students.
- **Instruct** students with individualized special needs for the purpose of developing appropriate academic interpersonal and daily living skills through a defined course of study.
- **Manage** student behavior for the purpose of providing a safe and optimal learning environment.
- **Prepare** teaching materials and reports (i.e. grades, attendance, and anecdotal records, etc.) for the purpose of implementing lesson plans and provide documentation of teacher and student progress.

Additional Duties

- **Maintains** accurate records, documentation, and reports in compliance with state and federal regulations.
- **Provides** consultation, training, and resources to school staff and families.
- **Utilizes** best practices, evidence-based interventions, and licensure requirements.

Knowledge, Skills, and Abilities

- Knowledge of IDEA and special education processes in schools.
- Experience in a school setting.
- Strong communication, interpersonal, and organizational skills.

PHYSICAL REQUIREMENT	PERCENT OF TIME
	Seldom = Less than 25% Occasional = 26 to 50% Often = 51 to 75% Very Frequent = 76% and above
Ability to stand for extended periods of time	Often
Ability to carry 25 pounds	Occasional
Amount to lift 25 pounds	Occasional
Amount of force to push/pull up to 25pounds	Seldom
Ability to work at a desk, conference table or in meetings of various configurations	Very Frequent
Ability to see for the purpose of reading laws and codes, rules and policies and other printed matter	Very Frequent
Ability to hear and understand speech at normal levels	Very Frequent
Ability to communicate so others will be able to clearly understand a normal conversation	Very Frequent
Ability to operate office equipment	Very Frequent
Ability to reach in all directions	Very Frequent
Climbing	Seldom
Overhead work	Seldom

CONTACT INFORMATION

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The Metropolitan School District of Washington Township is an equal opportunity/equal access employer fully committed to achieving a diverse workforce and complies with all applicable Federal and Indiana State laws, regulations, and executive orders in its programs and activities. Washington Township does not discriminate on the basis of race, color, religion, ethnic or national origin, gender, genetic information, age, disability, sexual orientation, gender identity, gender expression, and veteran's status.