

UNIT AFFILIATION: PREA

JOB TITLE: SPECIAL EDUCATION TEACHER

SUPERVISOR: SUPERVISOR OF SPECIAL EDUCATION

QUALIFICATIONS:

- New Jersey Certification Teacher of the Handicapped
- Ability to assess needs through, teaching, observation, testing, consultation and other appropriate means
- Ability to translate diagnostic data into appropriate instructional plans
- Ability to implement, evaluate and modify instructional plan, teaching strategies, and teaching techniques as needed
- Ability to relate to students, Team personnel and parents
- Sensitivity to the characteristics and needs of students whose emotional and interpersonal problems are interfering with learning
- Knowledge of regular and remedial curricular materials
- Possession of skills in the use of a broad variety of regular and special curricular materials, teaching techniques and remedial approaches
- Ability to use internal and external resources creatively
- Possession of group and individual counseling skills
- Flexibility and initiative

PERFORMANCE RESPONSIBILITIES:

- A. Provide instruction on an individual, small group and whole group basis as appropriate based upon the Educational Plans and consultation with Team personnel
- B. Provide remedial instruction in communication and computation skills as indicated
- C. Maintain regular communication with the team and program supervisor.
- D. Consult with parents and external social service agency personnel as appropriate
- E. Assist students in dealing with their emotional and social problems through individual and group methods
- F. Participate in Child Study Team meetings that relate to the program
- G. Consult with support staff as appropriate
- H. Assume responsibility for developing or obtaining appropriate instructional materials
- I. Prepare reports as requested by the Child Study Team and/or supervisor
- J. Interpret the program to staff, parents and community at large as appropriate
- K. Work collaboratively with the other special class teacher in program, planning, implementation and evaluation
- L. Develop activities and strategies, as appropriate, in collaboration with regular classroom teachers to maximize the opportunity for student to participate in the general education program with success, thereby translating the Board's commitment to equal educational opportunity into classroom practice
- M. Perform other duties as assigned by the supervisor

HUMAN RESOURCES MISSION STATEMENT:

This organization believes that every individual makes a significant contribution to Princeton's success. That contribution should not be limited to assigned responsibilities. Therefore, this position description is designed to define primary duties, qualifications and job scope but should not limit the incumbent nor the organization to the work identified. It is our expectation that every employee will offer his/her services wherever and whenever necessary to ensure the success of the District's goals.

AMERICANS WITH DISABILITIES ACT STATEMENT:

External and internal applicants, as well as employees who become disabled, must be able to perform the essential functions listed on this job description either unaided or with reasonable accommodation. The Princeton Schools shall determine reasonable accommodation on a case-by-case basis in accordance with applicable law, in the event such a determination becomes necessary.

I have read this job description and I certify I meet all of the qualifications. I understand the physical, mental, and environmental demands of the position, and I can perform all of the essential functions of the position unaided or with accommodation.

Signature of Applicant/ Employee

Date

EQUAL OPPORTUNITY MULTICULTURAL EMPLOYER