

Rum River Special Education Cooperative
Special Education Teacher-Substitute

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Provides direct instruction using a variety of techniques including individualized instruction, lectures, team teaching, hands-on-formats and many other instructional strategies. For some positions, instruction is provided in an alternative skill such as Braille or where specialized assistive technology and materials are utilized.

Implements and delivers instructional activities to actively engage students in meaningful learning experiences. Instructs and monitors students in the use of learning materials and resources for use in educational activities. Assign class work, homework, tests and assignments.

Communicates effectively, both orally and in writing, with students, and other professionals. Establishes positive relationships with students and staff.

Manages student behavior utilizing proactive, positive interventions, following the students' support plans.

Maintains accurate and complete records of students' daily progress, records and reports to teacher.

Performs assigned responsibilities in a manner consistent with the District's established policies and procedures.

Performs other job-related duties as assigned.

Knowledge, Skills and Abilities

Knowledge of educational philosophy, teaching methods and approaches, and currently researched best practices and strategies, Knowledge of child development. Considerable skill in classroom and behavior management. Skill in working with students having a wide range of disabilities. Skill in organization, and in verbal and written communications. Skill in utilizing computer technology for educational purposes. Skill in interpersonal relationships, and the ability to work with students and staff in stressful situations. Skill in interpersonal relations, especially regarding working as a member of a team. Ability to teach a variety of students, with varying disabilities, a variety of classes. Ability to be flexible regarding meeting the changing needs of students, as well as the varying modifications to district and state mandates. Ability to work with individuals from diverse backgrounds.

Education and Experience

A current short-call teaching license issued by the Minnesota Department of Education. Successful background check.

Physical Requirements

Ability to work at a desk, conference table or in meetings of various configurations. Ability to stand and circulate for extended periods of time. Ability to see for purposes of reading rules and policies, and other printed matter and observing students. Ability to hear and understand speech at normal speech levels. Ability to communicate so others will be able to clearly understand normal conversation. Ability to lift up

to 25 pounds. Ability to carry up to 25 pounds. Moderate to high stress levels. Work is predominantly in school environment. Daily contact with students, teachers, and school staff. Hazards: Incumbent may be exposed to contact with individuals displaying physically aggressive, self-abusive, or socially undesirable behavior. Work occasionally requires exposure to outdoor weather conditions and exposure to bloodborne pathogens and may require wearing of personal protective equipment. Locations are generally moderately noisy.