

# SEABROOK SCHOOL DISTRICT

## POSITION DESCRIPTION

**Position:** Special Education Teacher/Case Manager

**Qualifications:** NH Department of Education credential in General Special Education;  
Master's degree in Education preferred; 2-4 years' experience preferred

**Position Description:** To promote the effective inclusion of students with disabilities into the general classroom and to implement practices that lead to positive learning outcomes for students with educational disabilities.

**Reports To:** Director of Special Services

**Responsibilities:**

- Collaborate with teachers, parents, paraprofessionals, and related service providers to determine supports and accommodations needed to:
  - Integrate students with disabilities into the general education classroom
  - Help students with disabilities to achieve IEP goals within the typical, age-appropriate general education program.
- Promote the use of effective teaching strategies that will result in positive academic and social outcomes for students with disabilities.
- Work with general education teacher(s) to determine accommodations and modifications needed to meet the needs of students with disabilities in the general education classroom.
- Act as liaison between the school and home to facilitate the implementations of the students' IEP.
- Act as case manager for assigned students.
- Help students with disabilities to understand their strengths and needs by accommodating for different learning styles, abilities, and intelligences.
- Provide systematic, direct instruction as specified within the IEP.
- Develop measurable objectives in the IEP's that address learning goals in the general education curriculum.
- Generate required paperwork for IEP's and required evaluations.
- Assess the accomplishments of students on a regular basis so as to provide required reports to parents.
- Oversee paraprofessionals working with students on your caseload.
- Participate in professional development activities that will improve professional competence.
- Attend weekly special education staff meetings.

**Approved:** 03.2015