

Role Description

SPECIAL EDUCATION PRESCHOOL TEACHER

QUALIFICATIONS:

1. Bachelor's Degree in Early Childhood Education or Special Education
2. Minimum of one year's experience
3. Knowledgeable about child development from birth to six years
4. Must be certified in Early Childhood Special Education

REPORTS TO:

1. Building Principal

SUPERVISES:

1. Students
2. Paraprofessional
3. Student Teachers
4. Classroom volunteers

JOB GOAL:

To lead typically developing three and four year old children and/or children identified with educational disabilities toward fulfillment of their potential for intellectual, emotional and psychological growth and maturation.

ESSENTIAL FUNCTIONS:

1. Works collaboratively with parents and the Preschool professionals to develop and implement appropriate educational programs for children, three to six years old.
2. Administers and interprets preschool test instruments.
3. Shares assessment information with other team members in order to jointly identify a child's special needs and develop the individualized education plan (IEP).
4. Communicates appropriately and effectively with parents and recognizes the importance of parent involvement in preschool programming.
5. Interacts appropriately and productively with children, parents and colleagues on an interdisciplinary team.
6. Adapts quickly to new and demanding situations.
7. Plans child and program schedules in coordination with other team members.
8. Collects and shares performance monitoring data on each child's progress in classroom instruction in order to jointly determine the effectiveness of each child's IEP.
9. Attends and participates in regularly scheduled meetings (i.e. parent conferences, team meetings) as directed by the Preschool Special Coordinator.
10. Provides holistic developmental instruction to young children, in small groups and individually, adapting the curriculum and style of presentation to meet the specific needs of each learner.

ADDITIONAL RESPONSIBILITIES:

1. Attends professional development to stay current with educational practices relevant to early childhood special education.
2. Other duties as assigned by Principal or Preschool Coordinator.

TERMS OF EMPLOYMENT:

Days contracted as per Master Agreement

EVALUATION

In accordance with district procedures.

PHYSICAL ACTIVITY REQUIREMENTS

Primary Physical Requirements:

- | | |
|----------------------------------|-----------------------|
| 1. Lift up to 10 lbs.: | Occasionally required |
| 2. Lift 11 to 25 lbs.: | Occasionally required |
| 3. Lift 25 to 50 lbs.: | Occasionally required |
| 4. Lift over 50 lbs.: | Rarely required |
| 5. Carry up to 10 lbs: | Occasionally required |
| 6. Carry 11 to 25 lbs: | Occasionally required |
| 7. Carry 26 to 50 lbs: | Occasionally required |
| 8. Carry over 50 lbs: | Not required |
| 9. Reach above shoulder height: | Occasionally required |
| 10. Reach at shoulder height: | Occasionally required |
| 11. Reach below shoulder height: | Occasionally required |
| 12. Push/Pull: | Not required |

Hand Manipulation:

- | | |
|----------------------------|-----------------------------------|
| 1. Grasping: | Occasionally required |
| 2. Handling: | Occasionally required |
| 3. Torquing: | Not required |
| 4. Fingering | Frequently required |
| 5. Controls and Equipment: | Computer, telephone, copy machine |

Other Physical Consideration:

- | | |
|---------------|-----------------------|
| 1. Twisting: | Occasionally required |
| 2. Bending: | Occasionally required |
| 3. Crawling: | Occasionally required |
| 4. Squatting: | Occasionally required |
| 5. Kneeling: | Occasionally required |
| 6. Crouching: | Occasionally required |
| 7. Climbing: | Occasionally required |
| 8. Balancing: | Occasionally required |

Work Surface (s):

Standard teacher desk and chair. Carpeted and tile floors.

During the Work Day, Employee is Required to:

	<u>Consecutive Hours</u>	<u>Total Hours</u>
Sit	1 2 3 4 5 6 7 8	1 2 3 4 5 6 7 8
Stand	1 2 3 4 5 6 7 8	1 2 3 4 5 6 7 8
Walk	1 2 3 4 5 6 7 8	1 2 3 4 5 6 7 8

Cognitive and Sensory Requirement(s):

- 1. Talking: Necessary for communicating with others.
- 2. Hearing: Necessary for receiving instructions and queries.
- 3. Sight: Necessary for doing job effectively and correctly.
- 4. Tasting and Smelling: Not required.

Specific Vocational Preparation Requirements:

- 1. Short demonstration only _____
- 2. Any beyond short demonstration up to and including 30 days _____
- 3. 30-90 days _____
- 4. 91-180 days _____
- 5. 181 days to 1 year _____
- 6. 1 to 2 years _____
- 7. 2 to 4 years X
- 8. 4 to 10 years _____
- 9. Over 10 years _____

Other Training, Skills and Experience Requirements:

Ability to work with staff, students, and parents.

Summary of Occupational Exposures:

May be exposed to cleaning fluids and copier toner.

Other Considerations and Requirements:

This is a fairly sedentary position and employee is not required to do extensive physical exertion. Employee is rarely required to do some lifting. Employee is typically able to sit and stand as needed.

