



Thompson School District Licensed Staff Job Description

Job Title:	Early Childhood Special Education Teacher
Revised Date:	September 2022
Work Year:	185 Days
Department:	Learning Services
Reports To:	Early Childhood Administrator

SUMMARY: *The function of the Early Childhood Special Educator (ECSE) is to provide special education and assessment services to preschool students with disabilities, three to five years of age.*

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Extensive knowledge of child development and experience teaching children, ages 3 to 5
- Strong understanding of accommodations, modifications and strategies to use with all preschool children in order to meet individual needs
- Ability to differentiate instruction in an inclusionary preschool model
- Ability to use data to plan and implement a developmentally appropriate environment that promotes social, physical and intellectual growth of young children
- Knowledge, experience and comfort in engaging all families in the educational planning for preschool age children, including home visits parent conferences, and development of IEP/ILP in collaboration with family, other agencies and colleagues
- Assess cognitive, social, and educational needs of students and document progress using an on-line portfolio and assessment system
- Plan and implement effective instruction that meets the individual needs of each student
- Ability to provide ECSE services as required
- Communicate with students, parents, and staff
- Ability to work collaboratively with a transdisciplinary team
- Provide ECSE resources and trainings for classroom staff and team
- Committed to positively impacting student achievement

- Responsible for health and safety of children
- Serve as direct supervisor for classroom classified staff
- Expertise and experience working with English Language Learners highly preferred
- Bilingual/Biliterate Spanish/English preferred
- Other duties as assigned.

JOB QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.

KNOWLEDGE, SKILLS, AND ABILITY:

- Human relations skills
- Knowledgeable about classroom practice in order to successfully facilitate the learning environment, manage time, communications, and record keeping
- Ability to remain current in curricular area and in instructional practices
- Knowledgeable about student electronic database and grading software
- Knowledgeable about using technology to support instruction and enhance student learning
- Have an understanding and appreciation for diversity
- Have effective interpersonal skills
- Demonstrate a commitment to continuous learning
- Daily contact with students, instructional staff, classified staff, building administrators, and parents.

SUPERVISION/TECHNICAL RESPONSIBILITY:

- Supervise the daily activities of students in employee's care.

EXPERIENCE:

- Previous experience in early childhood education is preferred
- Experience instructing students in classroom setting.

EDUCATION and TRAINING & LICENSES:

- Bachelor's degree in early childhood education or related field required; master's degree preferred.

CERTIFICATES, LICENSES, & REGISTRATIONS:

- Valid CDE Endorsement in Early Childhood Special Education required. Prefer dual licensure in early childhood special education and in early childhood education

• **CHILD CARE AND HEADSTART LICENSING REQUIREMENTS:**

- A physical must be completed within 30 days of hire and must be renewed annually and must remain current
- CPR, First Aide and Medication administration certifications are preferred at hire, but must be acquired within 30 days of hire. Certifications must remain current

SAFETY TO SELF AND OTHERS:

- In order to safely perform this position, you must familiarize yourself with the safety rules of your job and participate in all safety training provided by your department. You must wear personal protective equipment whenever required, ask for assistance if the task requires more than one person and, if you're unsure how to perform a task safely, stop and ask your supervisor for instruction before continuing.

- All employees of the District are responsible for maintaining a safe and healthy work place and insuring that safety precautions and practices are followed.
- We expect you to immediately report any unsafe working conditions or safety problems to your supervisor. Until corrective action is taken, be sure that the area or condition is restricted and that cautionary devices, i.e., cones, temporary fencing, floor signs, etc. are in place so that others are not affected or injured.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear. The employee is occasionally required to stand; walk; and reach with hands and arms. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

EQUAL EMPLOYMENT OPPORTUNITY:

Thompson School District shall not discriminate in its employment or hiring practices on the basis of race, ethnicity, religion, sex, sexual orientation, age marital status or disability. The Superintendent is committed to cultural diversity among district personal as a means of enriching educational experience. The District shall identify, solicit, and consider applicants for employment from a broad spectrum of qualified individuals who will contribute to that effort.

OTHER DUTIES:

Please note this job description is not designed to cover or contain a comprehensive list of the activities, duties or responsibilities that are required of the employee for this position. Duties, responsibilities and activities may change at any time with or without notice.