

SPECIAL EDUCATION TEACHER

Job Description

GENERAL RESPONSIBILITIES

Under the direction of the school principal, the special education teacher plans and provides for appropriate learning experiences for students with disabilities in a variety of educational settings. The person in this position is responsible for creating a flexible program and learning environment that provides specialized instruction for students with disabilities, such that the students benefit from the general education curriculum to the greatest extent possible when supported with supplemental aides, accommodations, and other needed supports.

ESSENTIAL TASKS

(The following list is not inclusive. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Provide direct and indirect instructional support to students in a positive environment;
- Keep accurate documentation of services provided;
- Prepare all documents necessary for preparation and attendance of Admission, Review, and Dismissal (ARD) committee meetings;
- Review documentation and provide guidance to ARD committee meetings;
- Understands and effectively utilizes computerized web-based systems for documentation procedures/communication, goal development and modification, progress monitoring, performance assessment, accommodations/modifications, program supports and overall IEP information;
- Employ special educational strategies and techniques during instruction to improve the development of sensory- and perceptual-motor skills, language, cognition, and memory;
- Instruct students in academic subjects using a variety of techniques such as phonetics, multi-sensory learning, and repetition to reinforce learning and to meet students' varying needs and interests;
- Be able to multi-task with providing instruction to students of differing grade levels and differing academic needs;
- Teach disabled children who have mild to moderate disabilities;
- Instruct students at the elementary school level;
- Modify traditional education curriculum to meet child's needs;
- Assist children with specific learning disabilities, speech or language impairments, mental retardation, emotional disturbance, multiple disabilities, hearing impairments, orthopedic impairments, visual impairments, autism, combined deafness and blindness, traumatic brain injury;
- Help identify children with special needs;
- Use various teaching methods to promote learning, including intensive individualized instruction, problem-solving assignments, and small-group work;
- Ensure appropriate accommodations are available in class and when a student needs to take a test;
- Develop an Individualized Education Program (IEP) for each student;
- Set personalized goals;
- Review the IEP with the student's parents, school administrators, and the student's general education teachers.
- Inform parents of child's progress;
- Design and teach appropriate curricula;
- Assign work as needed;
- Grade papers and homework assignments;
- Record grades in grade book; and
- Help general educators adapt curriculum materials and teaching techniques to meet the needs of students with disabilities.
- Teach socially acceptable behavior, as determined by the students' individualized education programs (IEPs) by employing techniques in an overall positive behavioral support system.
- Modify the general education curriculum for students with disabilities based upon a variety of instructional techniques and technologies.
- Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate.
- Establish and enforce rules for behavior and procedures for maintaining an environment conducive to learning for all students.
- Meet with parents to discuss their children's progress and to determine priorities for their children and their individualized educational needs.

- Confer with parents, administrators, testing specialists, social workers, and other professionals to develop individualized education programs (IEPs) designed to promote students' educational, physical, and social/emotional development.
- Maintain accurate and complete student records and prepare reports on children and activities, as required by laws, district policies, and administrative regulations.
- Establish clear objectives for all lessons, units, and projects and communicate those objectives to students.
- Develop plans for effective communication, monitoring, and follow-up of students in inclusive classroom settings.
- Provide crisis intervention, as needed, for students and those in inclusive classrooms.
- Assist in collection of data for providing appropriate classroom interventions.
- Serve as a member of a multidisciplinary team as appropriate.
- Assist in preparation of data for local, state, and federal reports.
- Maintain professional competence by participating in staff development activities, curriculum development meetings, and other professional opportunities.
- Perform related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

The successful candidate will demonstrate knowledge of:

- the necessary principles and application of theory into practice for effective instruction and positive behavioral supports that are beneficial for implementation with all students with disabilities;
- curriculum and instructional techniques;
- human behavior, development, and skill performance;
- individual differences in ability, personality, and interests;
- learning and motivation;
- the assessment and treatment of behavioral and affective disorders; and
- the Eula ISD Board policies and effective instructional practices.

The special educator also demonstrates the ability to provide positive behavioral support to students in a group and in an individual setting; demonstrates an understanding of the federal, state, and local mandates governing the determination and delivery of special education services; completes observations and reports pertaining to learning behaviors of students; displays the ability to work effectively with administrators, colleagues, central office and school based staff, students, parents and community members.

Overall, the special educator possesses excellent human relations skills and a working knowledge of the English language in written and verbal form.

QUALIFICATIONS

- Professional Educator License: Special Education Certification (SBOEC)
- Meets the highly qualified requirements as a special education teacher and for the grade level/core academic subject area(s) in which the teacher is assigned – elementary grades K-6th.

DIRECTLY REPORTS TO

Eula ISD Elementary Principal

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with students, other faculty, staff, and parents as normally defined by the ability to see, read, talk, hear, handle, or feel objects and controls. The position also entails significant walking, bending, standing, stooping, and possible physical interventions in order to maintain a safe learning environment. Assignment may require the ability to physically move students or equipment weighing up to 50 pounds, position students in specialized equipment, and/or change diapers as needed.