



Rockford Area Schools Job Description

Special Education Teacher

General Definition of Work

Performs intermediate human support work providing students with special needs educational programming and services, and related work as apparent or assigned. Work is performed under the limited supervision of the Director of Teaching and Learning. Occasional oversight is exercised over paraprofessionals.

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 individuals with disabilities to perform the essential functions.

Essential Functions

Assesses and evaluates the needs of students; develops individualized educational programs and lesson plans.

Translates lesson plans into learning experience based on the needs and abilities of students; provides instructions in individual or group sessions.

Formulates and implements functional behavior assessment and behavior assessment plan; participates in child study meetings.

Evaluates student progress; maintains appropriate records; prepares progress reports.

Communicates with parents in a timely manner; maintains positive and constructive communications with students, parents and staff.

Keeps current in subject matter knowledge and learning theory and is willing to share this knowledge for the continued improvement of curriculum.

Attends workshops, seminars and conferences as well as staff and department meetings.

Protects students, equipment and facilities taking necessary and reasonable precautions.

Knowledge, Skills and Abilities

Thorough knowledge of District Policy and Procedures Manual and Updates; thorough knowledge of Emergency Procedures and Updates; thorough knowledge of the principles, practices and procedures of special education and specialty area; thorough knowledge of the principles and methodology of effective teaching of students with disabilities; thorough knowledge of due process (IEPs); general knowledge of Infinite Campus; thorough knowledge of standard office equipment, computer hardware and related software; ability to make arithmetic computations using whole numbers, fraction and decimals; ability to compute rates, ratios and percentages; ability to establish and maintain effective working relationships with associates, students and parents.

Education and Experience

Bachelor's degree and minimal experience student teaching, or equivalent combination of education and experience.

Physical Requirements

This work requires the occasional exertion of up to 10 pounds of force; work regularly requires standing, walking, speaking or hearing, using hands to finger, handle or feel, tasting or smelling and repetitive motions, frequently requires stooping, kneeling, crouching or crawling, reaching with hands and arms and pushing or pulling and occasionally requires sitting, climbing or balancing and lifting; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using



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of measuring devices, assembly or fabrication of parts within arm's length, operating machines and observing general surroundings and activities; work occasionally requires exposure to outdoor weather conditions, exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment and Bodily fluids; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Minnesota Teacher's License in Special Education
Specialized Disability Licensure (EBD, LD, BCB)