

NORTH SCOTT COMMUNITY SCHOOL DISTRICT

TITLE: Special Education Teacher

QUALIFICATIONS:

1. Iowa Teacher Certificate
2. Appropriate Special Education Endorsement

REPORTS TO: Building Principal

JOB GOAL: To devise and implement programs for students who have disabilities that prevent them from learning through traditional methods.

FLSA STATUS:	_____Exempt	_____Non-Exempt
	_____Full Time	_____Part Time
	_____Hourly	_____Salary

PERFORMANCE RESPONSIBILITIES:

1. Determines specific learning problems, skill deficiencies, or social adjustment difficulties of students and initiates remediation programs in these areas.
2. Collaborates with the classroom teacher to adapt curriculum to meet individual needs.
3. Evaluates each student in terms of initial needs and progress toward alternative curriculum to meet their learning need.
4. Prepares progress reports, IEP updates according to the IEP, and year-end evaluations, administering pre-tests and post-tests as appropriate and necessary.
5. Makes available a wide-range of teaching materials and equipment, including reading materials at many levels, instructional games, resource materials and assistive technology.
6. Counsels students in identifying and dealing with their academic and social problems.
7. Provides opportunities for students to explore life and career goals.
8. Establishes and maintains standards of individual student behavior.
9. Works collaboratively with other teachers to help the students maintain satisfactory classwork, homework, behavior, and communication.
10. Helps parents to understand the specific problems of educationally challenged students and the goals and operation of their programs, apprising them of problems and progress.
11. Participates in selection and evaluation of students for admission to the program of education for such students.
12. Participates in case conferences about educationally challenged students.
13. Performs basic attendance accounting and similar record-keeping functions.
14. Keeps abreast of new developments in the field by reading journals and publications, attending professional society meetings and seminars, and discussing problems of mutual interests with others in the field.
15. Completes Individual Education Plans (IEP) appropriately in a timely manner and attends IEP meetings.
16. Works as a team member with auxiliary personnel (AEA) staff within the building, parents and students.

17. Performs other job related duties as assigned.

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PHYSICAL REQUIREMENT:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee frequently is required to stand; walk, use hands to finger, handle, or feel objects, tools, or controls; and taste or smell. The employee is occasionally required to reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl.

The employee must regularly lift and/or move up to 10 pounds and frequently lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORKING CONDITIONS:

The noise level in the work environment is variable. The position requires the commitment of professional working hours that may require the employee to extend beyond workday. The employee will frequently work in different areas of the classroom including in/at desks, on or near the floor, standing, in movement while supervising indoor and outdoor activities, etc. The employee will usually work in indoor temperatures but will work outdoors when supervising students outside of the classroom. The information contained in this job description is in compliance with the Americans with Disabilities Act (A.D.A) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual holding this position and additional duties may be assigned.

TERMS OF EMPLOYMENT: Ten-month year. Salary established by the Board.

EVALUATION: Performance of this job will be evaluated per contract language.

Approved by: _____ Date: _____
(Supervisor)

Reviewed and agreed to by _____ Date: _____
(Employee)

(This job description contains only measurable performance responsibilities).

5/5/10