

SAN DIEGO COUNTY OFFICE OF EDUCATION

CLASS TITLE: SPECIAL EDUCATION TEACHER - JUVENILE COURT AND COMMUNITY SCHOOLS

DEFINITION:

Reporting to the Special Education Coordinator, the Special Education Teacher is responsible for planning and implementing quality learning experiences, preparing daily lesson plans, creating a stimulating instructional environment conducive to student mastery and maintaining case management responsibilities

REPRESENTATIVE DUTIES:

ESSENTIAL FUNCTIONS:

Provides daily instruction for Students with Disabilities

Selects and administers appropriate instructional materials which are aligned with the state framework

Prepares curriculum to meet instructional, psychological and social needs of each student

Uses appropriate teaching strategies and classroom management techniques with students to correct negative behaviors and enhance positive behaviors

Evaluates students on a consistent and frequent basis to measure effective rates of learning

Works in cooperation with staff, administration, and other agency personnel to establish an effective academic program

Establishes and maintains open communication with Teachers, Special Education Coordinator, Principal, Supervisors and office staff

Develops course objectives, activities and materials based on student assessment in order to provide a quality, appropriate individualized educational program. All instructional plans are reviewed, evaluated and updated as needed

Develop Individualized Education Plans that are in full compliance with legal requirements

Attend professional development opportunities to maintain and improve expertise

NON-ESSENTIAL FUNCTIONS:

Performs related duties as assigned.

CREDENTIALS, CERTIFICATES, LICENSES OR OTHER REQUIREMENTS:

Possession of, or eligibility for, a California Education Specialist Credential – mild/moderate, or CA Special Education Credential – learning handicapped. Applicants must also possess an English Learner authorization (CLAD or equivalent document).

Applicants must be eligible for a valid California driver's license.

CPR and First Aid certification are highly desirable.

EDUCATION AND EXPERIENCE:

Applicants must have experience in the development and writing of Individualized Education Plans (IEPs) that meet legal requirements, assessment procedures, and adherence to federal and state regulations for Students with Disabilities. Experience in providing instruction in urban settings, working with a diverse student population, multicultural instructional methods, and strong behavior intervention and classroom management skills. Bilingual (English/Spanish) is preferred

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF: A variety of instructional strategies for teaching Students with Disabilities.

ABILITY TO: Plan and implement a quality instructional program for students with Disabilities, monitor daily student progress and collect student data, and develop Individualized Education Plans that meet legal requirements.

WORKING CONDITIONS & PHYSICAL ABILITIES:

Office, classroom or outdoor setting.

Must be able to hear and speak to exchange information; see to perform assigned duties; sit and/or stand for extended periods of time; possess dexterity of hands and fingers to operate a computer and other office equipment; kneel, bend at the waist, and reach overhead, above the shoulders and horizontally, to retrieve and store files and supplies;

Revised: Oct, 2013