

# LYON COUNTY SCHOOL DISTRICT- HR Department

## Teacher – Special Education

### Self-Contained, Mild-Moderate Disabilities

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**Job Group:** Special Education Services-Licensed

**Classification:** Certified

**Terms of Employment:** 9 Months or (185/189 Days)

**FLSA STATUS:** EXEMPT

This is a salaried position assigned to the Licensed Employee Salary Schedule.

**POSITION SUMMARY:** The special education teacher is responsible for establishing teaching strategies which are goal oriented and based upon proven instructional techniques that are designed to benefit students with disabilities within a comprehensive life skills program. Instruction is related to functional curriculum domains; domestic, vocational, recreational, community, functional academics. This person will be expected to adhere to the LCSD Professional Standards for Licensed Employees as outlined in policy and the CBA and report directly to the school site administrator.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

The special education teacher follows mandated compliance standards established by the Federal, the State, or the District regulations relative to program development and implementation.

The special education teacher maintains appropriate student records and submits required reports and other needed information for the effective, efficient operation of the school within designated time limits. On review of all confidential special education documents, the special education teacher has ensured compliance with all state and federal regulations.

The special education teacher maintains strict confidentiality with regards to records and information that has been obtained in the course of professional service with respect to students, parents, and other staff members, unless disclosure serves professional purposes or is required by law.

The special education teacher demonstrates acceptable command of the English language in written and oral communication.

The special education teacher carries out clerical duties such as attendance, budgeting of materials, recording of grades, etc., promptly and accurately.

The special education teacher attends and participates in all required training.

Manage and assign additional adult student's support as necessary i.e. paraprofessional.

Maintain accurate and timely records in PowerSchool.

Provides instruction that is related to functional curriculum domains; domestic, vocational, recreational, community, functional academics;

Ensure research-based instructional methods and materials are utilized (i.e. general education curriculum, Edmark, TouchMath, FACTER, LCCE, Syracuse);

Provides meaningful, relevant activities for instruction;

Ensures instruction occurs in natural settings (i.e., regular education classroom, community based);

Ensures that Age-appropriate instructional materials and tasks are utilized; differentiated and/or multi-leveled instruction is provided; pre-planning is evident and objectives of lesson are evident;

Ensures that standards-based instruction is occurring, and students are assessed using the most appropriate testing, e.g., state alternate assessment.

Instructional adaptations are used in order to support student learning (i.e. picture cues & supports, student grouping, Cooperative Learning, sign language, individualized schedules);

Ensures that functional communication skills are taught and individualized communication tools are evident (i.e. picture cards, picture display boards, picture schedules, sign language, voice output electronic devices, consequence maps);

Addresses student behaviors individually, through positive behavioral supports, support plans or appropriate goals and objectives;

Ensures that student progress is monitored through regular data collection and individual plans are adjusted as appropriate through annual IEP meetings or more frequently if appropriate.

**POSITION EXPECTATIONS:**

Demonstrate knowledge, skill, and ability to provide instruction in an elementary classroom.

Work cooperatively with students, parents, peers, administration, and community members.

Guide the learning process toward achievement of curriculum and student goals.

Establish and communicate clear objectives for all lessons, units, and projects.

Employ a variety of instructional techniques and strategies aligned with instructional objectives, in order to meet the needs of all students.

Participate as collaborative member with other faculty and staff.

Maintain accurate and complete records as required by law and district policy.

Maintain and improve professional competence through continued education and in-service.

Communicate professionally and effectively in written, oral, and non-verbal terms.

Perform other job-related duties as may be assigned by the site administrator/supervisor.

**POSITION REQUIREMENTS:** Education and Training:

Bachelor's Degree from an accredited college or university; Master's Degree preferred.

Experience working with the educational setting in an area of special education preferred.

Licenses and Certifications: Must possess or be able to acquire a Nevada teaching license issued by the Nevada Department of Education and be certified in the relevant subject area.

When applying for a certificated licensed position, candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.

**PHYSICAL AND MENTAL REQUIREMENTS:**

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Strength, dexterity, coordination, and vision to use keyboard and video display terminal for prolonged periods.

Strength and stamina to bend, stoop, sit, and stand for long periods of time. Dexterity and coordination to handle

files and single pieces of paper; occasional lifting of files, stacks of paper or reports, references, student work, and

other materials. Some reaching for items above and below waist and head level. Some reaching, bending,

squatting, and stooping to assist students access files, student work, and other items is necessary. The manual

dexterity and cognitive ability to operate a personal computer and other educational technology (LCD projector,

SmartBoard, iPads/Tablets, augmentative communication devices, etc.) to enhance student learning. Involves

hearing and speech to communicate in person or over the telephone. Must have the ability to lift 50 pounds or 1/3

body weight, whichever is greater, to waist height, perform a 2 to 3 person lift, and the ability to restrain student(s) as

needed and in accordance with state regulations.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

**WORKING CONDITIONS:**

Work is performed under the following conditions:

Exposure to climate controlled classroom settings to outside weather with temperatures ranging from mild/moderate to extreme cold/heat. May involve exposure to noise levels ranging from moderate to very loud on occasional to frequent time periods. May involve work in crowded environments. May involve frequent to moderate lifting and other physical demands.

**Hazards:** Stress, anxiety, verbal and physical aggression. Classroom furniture, playground/office equipment, blood borne pathogens, communicable diseases, chemicals (as related to specific assignment), and power/hand operated equipment and machinery (as related to specific assignment).

**PHYSICAL CAPACITY REQUIREMENTS FOR POSITION**

(Mark with an X, leave blank where not applicable)

<i>ESSENTIAL FUNCTION</i>	<i>LESS THAN 25% OF TIME</i>	<i>25% TO 49% OF TIME</i>	<i>50% TO 74% OF TIME</i>	<i>75% TO 100% OF TIME</i>
Sitting		X		
Standing		X		
Walking		X		
Bending/Stooping/ Squatting/Twisting			X	X
Crawling				
Kneeling				
Reaching above of body				
Reaching away from body				
Climbing Stairs				
Climbing while working (ladder, stools, roofs, poles)				
Balancing				
Lifting &/Or Carrying objects:				
50 Pounds or 1/3 Bodyweight				
Pushing				
Pulling				
Grasping/ Gripping				
Handling				
Applying Torque (arms)				
Fine Manipulation				
Repetitive Work				
Weight Bearings				
Typing, Keyboarding, or Entering Data				
Computer Monitor/ CRT				
Driving a Vehicle				
Working Alone				
Operating Machinery or Equipment:				
Heavy Equipment				
Vibrating Equipment				
Power Tools				
Machine/Electrical Hazards				
Ladders ≥ 6 Feet				
Personal Protective Equipment				
Respirator Use				
Work Conditions:				
High Noises				
Heights				
Confined Spaces				
Heat Stress				
Cold Stress				
UV Exposure	X			
Hazardous	X			

Chemical/Waste				
>8 Hrs Day				
Overtime/Irregular Hrs				
Senses:				
Eyes				
Visually Demanding Work				
Near Vision				
Far Vision				
Depth Perception				
Basic Color Discrimination				
Hearing Protection				
Speech Discrimination				
Audio Alarms				
Ability to Smell				

**Equal Opportunity Employer**

The Lyon County School District is an equal opportunity employer and will not knowingly discriminate in any area of employment. Those include discriminatory recruiting and hiring practices against any United States citizen or legal alien on the basis of race, color, creed, religion, sex, age, marital status, national or ethnic origin, disability, or any other protected class and shall extend to working conditions, training, promotion, and terms and conditions of employment.

Individuals with a disability who require reasonable accommodation(s) during any step of the screening process or who have questions about qualifications should notify a representative in Human Resources. Notification may be made in person, in writing, or by calling: (775) 463-6800.

I have read and understand the requirements of my job.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrator/Management Signature: \_\_\_\_\_ Date: \_\_\_\_\_