KyreneSchoolDistrict

CERTIFIED SPECIAL EDUCATION TEACHER (Supporting Preschool)

The Certified Teacher supporting Preschool is a specialized assignment that requires leadership skills and the ability to effectively coordinate and collaborate in the ongoing planning, implementation, and development in the area of assignment. The Certified Teacher will work closely with the Departmental Director and ensure that departmental programs are established and carried out effectively and efficiently. The Certified Teacher supporting Preschool shall serve as the program area lead and serve as a key resource person for the implementation of programs assigned to their specific area. The Certified Teacher supporting Preschool works collaboratively with Certified Coordinators in the areas of Curriculum & Assessment, Instruction, Special Education, Community Education, and Information Technology as well as other district administrators and coordinators in supporting school and student success.

Chain of Command

The Certified Special Education Teacher supporting Preschool reports to the Director of Exceptional Student Services and the Director of Community Education Services.

Competencies of the Certified Special Education Teacher supporting Preschool

The Certified Special Education Teacher supporting Preschool shall possess deep knowledge of local, state, and federal curriculum and assessment requirements as well as current policy related to Arizona Standards in their area of assignment. Additionally, listed below are the leadership competencies required for this position:

- **Accountability:** Holds self and others accountable for measurable high-quality, timely, and cost-effective results. Determines objectives and sets priorities. Accepts responsibility for mistakes.

- **Communication:** Effectively communicate to audiences in diverse situations through strong written and verbal communication skills.

- **Collaboration**: Works productively and positively with others within and across departments and schools.

- **Innovation:** Develops new insights into situations; questions conventional approaches; encourages new ideas and innovations; designs and implements new or cutting-edge programs/processes.

- **Problem Solving:** Identifies and analyzes problems; weighs relevance and accuracy of information; generates and evaluates alternative solutions; makes recommendations.

- **Resilience:** Deals effectively with pressure; remains optimistic and persistent, even under adversity. Recovers quickly from setbacks.

- **Results Oriented:** Drives towards achievement of challenging goals, through a disciplined approach to work, using risk analysis, aligning strategy and mission, and regularly reviewing key measures of results.

Essential Duties of the Certified Special Education Teacher supporting Preschool

- Collaborate with District personnel, school administrative teams and staff to support delivery of instructional services and supports for students with disabilities (with a focus on Preschool).

- Facilitate trainings regarding IDEA related components (IEP, Evaluation, and Manifestation Determination) and other trainings related to the mission of the department.

- Assist with the development and implementation of district policies and procedures related to programs for students with disabilities (with a focus on Preschool).

- Knowledge and ability to provide professional development and monitor fidelity of implementation of evidence-based reading, writing, math and behavioral programs and strategies delivered in the continuum of services for students with disabilities.

- Knowledge and ability to provide professional development and fidelity of implementation of evidence-based programs, curriculum, and strategies delivered in the continuum of services.

- Knowledge of and experience with teaching strategies that are effective in improving outcomes for students with disabilities (with a focus on Preschool).

- Conduct audits of IDEA related documents (evaluation, IEP, BSP) and provide trainings to ensure quality and compliance with Federal, State & district policies, procedures and laws and appropriate implementation of IEPs.

- Possess understanding and train administrators, teachers and staff on Federal and state laws, board policy and district procedures related to students with disabilities and conduct trainings with administrators, teachers and staff on implementation at the district and school level.

- Facilitate and/or support IDEA related meetings.

- Collaborate with district and school staff related to state assessment (Teaching Strategies Gold, Alternate Assessment) for training and implementation purposes and assist in the analysis and utilization of assessment data to improve student achievement (for Preschool).

- Assist the Director with the overall evaluation of the department's programs and services, including but not limited to monitoring compliance requirements, planning PD, and other duties as assigned.

- Work with district and school teams to coordinate and/or participate in district and department projects and committees.

- Assist the Director in the operations of the department related to supporting with hiring processes, staffing, budgeting, grant development, state/federal reporting, curriculum, special projects, and other duties as assigned.

Minimum Qualifications
Bachelor's Degree or post bachelor degree in education is required; based upon assignment, Masters Degree in a specialized area of assignment may be preferred; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Preferred Qualifications
M.A.Ed. in Special Education. At least 5 years of special education teaching experience, including some leadership duties.

Date Revised
03.13.2025