

Job Title:	<b>TEACHER – SPED Self-Contained</b>	Reports to:	<b>Principal</b>
FLSA status:	<b>Exempt</b>	Supervisor duties:	<b>none</b>
Classification:	<b>Certified</b>	Approved on:	<b>10/13/2020</b>
Position Summary:	Responsible for providing specialized learning experiences and supervision of students with disabilities in a supportive and positive classroom climate that develops in each student the skills, attitudes, and knowledge to meet and exceed the State Core Curriculum Content Standards as outlined in the Individualized Education Plan (IEP) for the student, using approved curricula and directives of the school. Achieving academic excellence requires that the Special Education Teacher (Self-Contained) work collaboratively with other members of the school staff, particularly the Child Study Team, and with parents of each student.		

**ESSENTIAL DUTIES & RESPONSIBILITIES:**

- Implement the educational program and comprehensive related services as outlined in the student’s Individual Education Plan (IEP).
- Provide an instructional program closely related to and coordinated with the regular program so that all students meet and exceed the State Core Curriculum Content Standards as outlined in the student’s IEP, modifying methods and materials as needed.
- Maintain records indicating progress of the student in achieving the objectives of the IEP and assist with the evaluation and assessment of students.
- Participate in the development and annual review of IEPs. Monitor the implementation, and provide information about completed goals and objectives, communicating closely with members of the Child Study Team and with the Case Manger about the progress of the child.
- Communicate regularly with regular education teachers when a child is mainstreamed and assist with providing appropriate instruction and with modifying when needed instructional practices to accommodate the needs and learning styles of the child.
- Communicate regularly with the parents to nurture a supportive and cooperative relationship between home and school.
- Assist the student who is physically challenged with movement to participate in activities or with other physical needs, when necessary.
- Establish the schedule, role, responsibilities, and expectations for the paraprofessional assigned to assist the teacher.
- Assist the professional staff through individual consultation and/or staff development sessions with understanding the needs of exceptional students and with strategies and approaches in dealing with problems in learning, behavior, or adjustment.
- Submit lesson plans in the approved format to the Principal as required and requested.
- Use effective presentation skills when employing direct instruction, including appropriate vocabulary and examples, clear and legible visuals, and articulate and audible speech.
- Use excellent written and oral English skills when communicating with students, parents, and colleagues.
- Provide a nurturing, supportive, and positive classroom climate that encourages student responsibility, using positive motivation, clear classroom routines, challenging instructional strategies, and effective classroom
- Establish a professional rapport with students that earns their respect.
- Communicate regularly with parents, seeking their support and advice, so as to create a cooperative relationship to support the child in the school.
- Assess and diagnose the learning, social, and emotional needs and styles of students, using a variety of assessment techniques and data.
- Plan and adjust the learning experiences accordingly, requesting advice and assistance from specialists when appropriate.
- Other duties as assigned.

**KNOWLEDGE, SKILLS & ABILITIES:**

- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form
- Ability to work comfortably with students, staff, parents, and the community, from diverse backgrounds, while being responsive to their needs
- Demonstrated ability to motivate youth to work to meet high expectations
- Proven effective classroom instructional and management skills
- Experience with personalized student advising and motivation skills
- Exceptional interpersonal and communication skills with students and parents, written and oral
- Passion for working with, and teaching, youth of various social, educational, and economic backgrounds and levels
- Positive experience in working closely with parent and/or community groups
- Willingness to go "above and beyond" to support students in achieving academic goals
- Commitment to continued personal and professional growth
- Willing attitude to be a part of the school team; strong sense of professionalism skills
- Management and organizational ability, common sense, motivation, positive attitude
- Ability/willingness to participate in ongoing professional and staff development, both independently and through system-offered opportunities.
- Communicate effectively with all members of the school district and community.
- Comply with all district policies, rules and regulations.
- Ability to maintain classroom control and a productive learning environment/climate.

**QUALIFICATIONS & REQUIREMENTS:**

**Education & Experience:**

- Bachelor's degree from an accredited college or university.
- A valid Arizona Teacher Certification w/ proper endorsement
- Demonstrate a comprehensive knowledge of the specialized certification area, including an understanding of the current rules and regulations regarding special education assessment and program requirements.
- Have excellent experience in teaching and working with children with exceptional needs.

**Computer Proficiency:** MS Office Suite, Google Suite

**PHYSICAL DEMANDS**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

This position requires the use of strength to lift items needed to perform the functions of the job; sit, stand and walk for required periods of time; speak and hear; use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision; communicate effectively in English, using proper grammar and vocabulary. American Sign Language or Braille may also be considered as acceptable forms of communication; reach with hands and arms and use hands and fingers to handle objects and operate tools, computers and/or controls.

**WORK ENVIRONMENT:**

The position is exposed to a variety of childhood and adult diseases and illnesses; occasional exposure to a variety of weather conditions; exposure to heated/air conditioned and ventilated facilities; exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment; function in a workplace that is usually moderately quiet but that can be noisy at times.

*Disclaimer: The duties and responsibilities identified in this position description are illustrative only and are in no way intended to be a complete list of activities that may be required of an incumbent. The information contained in this job description is for compliance with the American Disabilities Act (ADA) and is not an exhaustive list of duties performed for this position. Additional duties may be performed by the individual currently holding this position and additional duties may be assigned.*