

North Wasco County School District
Job Description – Special Education Teacher

Title:	Special Education Teacher
Classification:	Licensed
Reports To:	Building Principal and Director of Special Education
Work Year	190 Days/Year

Job Purpose Statement/s:

The Special Education teacher promotes and develops successful learning for students who are eligible for IDEA services, manages an assigned caseload, maintains regular communication with those students, their parents, and appropriate staff members and is responsible for development, revision and implementation of IEP's.

Job Qualifications & Licensure:

- BA/BS or higher degree (*required*) with a major in one or more of the following areas: Curriculum, Elementary Education, Secondary Education, Special Education, Psychology, Reading, Early Childhood Education, or similar.
- Valid Oregon Teaching License and endorsement(s) from the Teacher Standards and Practices Commission in the State of Oregon; and displays a willingness to teach any qualified subject area.
- Must hold a current recognized first aid card or be willing to obtain same if directed by the district under ORS 342.664 (2).
- Skills to motivate students, communicate with individuals from varied educational and cultural backgrounds, direct support personnel, evaluate performance.
- Knowledge of age appropriate teaching methods, state curriculum framework, education code, appropriate instructional subjects.

Skills, Knowledge and/or Abilities

- Provide a variety of situationally appropriate instructional techniques and methods.
- Promote high levels of achievement in relation to individual abilities.
- Use techniques and methodologies appropriate to student abilities and severity of disability.
- Utilize current and relevant subject matter, adapted to students' identified needs.
- Demonstrate knowledge of an ability to use research-based principles of effective instruction.
- Organize instruction using learning objectives clearly defined as student outcomes.
- Employ teaching strategies congruent with planned student outcomes.
- Monitor student learning and pace instruction accordingly.
- Develop and maintain a classroom environment conducive to effective student learning.
- Develop and enforce reasonable written rules of classroom behavior as well as communicate those rules to all students.
- Communicate course goals and expectations to students.
- Use appropriate behavior modification techniques with students.
- Use approved methodology to provide for the health and safety of students, including administration of medication, or providing health care procedures in compliance with School district policies, state and federal governments, under the direction of a registered nurse.
- Prepare effectively for daily instruction with lesson plans addressing IEP Goals and Objectives
- Provide instruction predicated on IEP goals and objectives.
- Communicates frequently with families about the instructional program and conveys information about the individual student progress.
- Develop and maintain positive interpersonal and professional relationships with student, parents, and staff.
- Instruct and direct assigned instructional assistants to maximize delivery of instructional services.
- Provide timely and accurate feedback/documentation to students, parents, and appropriate educational staff as indicated in the student's IEP.
- Maintain appropriate records of student performance.
- Collects appropriate student performance data for determining the extent to which student IEP goals and objectives are achieved.

- Document related service needs as appropriate including medication, health procedures, therapy procedures and other special needs.
- Provide documentation for behavior intervention plans and implementation strategies.
- Exhibit personal interest and encourage student interest in subject areas and IEP domains.
- Maintain a current awareness of literature/activities in Special Education and the broader field of education.
- Maintain an ongoing personal program of professional growth and development.
- Develop and implement annually an approved plan for professional growth and development.
- Teacher will seek out opportunities for professional development to enhance content knowledge and pedagogical skill.
- Participate in District sponsored offerings appropriate to assignment
- Coordinate the development and revision of IEP's for verified students within the guidelines established by the School District and state and federal governments.
- Assist regular education teachers in the location and preparation of curriculum materials to support the student.
- Monitor and evaluate academic and behavioral progress in cooperation with other teachers.
- Facilitate special education eligibilities as well as recommend future student placement.
- Work cooperatively with the School Counseling Department.
- Coordinate services provided to the student with an IEP.
- Manage all equipment identified in the IEP for students.
- Perform other related duties as assigned by the Principal and/or Superintendent.

Workplace Expectations:

- Work effectively with and respond to people from diverse cultures or backgrounds.
- Demonstrate professionalism and appropriate judgment in behavior, speech and dress in a neat, clean and appropriate professional manner for the assignment and work setting.
- Have regular and punctual attendance.
- Confer regularly with other licensed staff and immediate supervisor.
- Follow all District policies, work procedures and reasonable requests by proper authority.
- Maintain the integrity of confidential information relating to a student, family, colleague or District patron.

Physical Requirements:

- In an eight-hour day employee may:

a. Stand/Walk	<input type="checkbox"/> None	<input type="checkbox"/> 1-4 hrs	<input checked="" type="checkbox"/> 4-6 hrs	<input type="checkbox"/> 6-8 hrs
b. Sit	<input type="checkbox"/> None	<input type="checkbox"/> 1-3 hrs	<input type="checkbox"/> 3-5 hrs	<input checked="" type="checkbox"/> 5-8 hrs
c. Drive	<input type="checkbox"/> None	<input type="checkbox"/> 1-3 hrs	<input type="checkbox"/> 3-5 hrs	<input checked="" type="checkbox"/> 5-8 hrs
- Employee may use hands for repetitive:

<input checked="" type="checkbox"/> Single Grasping	<input checked="" type="checkbox"/> Pushing and Pulling	<input checked="" type="checkbox"/> Fine Manipulation
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- Employee may use feet for repetitive movement as in operating foot controls:

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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- Employee may need to:

a. Bend	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> Not at all
b. Squat	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> Not at all
c. Climb Stairs	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> Not at all
d. Lift	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> Not at all
- Lifting:

<input type="checkbox"/> Sedentary Work: Lifting 10 pounds occasionally with frequent sitting and occasional standing/walking.
<input type="checkbox"/> Light Work: Lifting 20 pounds occasionally with occasional sitting and frequent standing/walking.
<input checked="" type="checkbox"/> Medium Work: Lifting 50 occasionally, 25 pounds frequently with occasional sitting and frequent standing/walking.
<input type="checkbox"/> Medium Heavy Work: Lifting 75 pounds occasionally, 35 pounds frequently with occasional sitting and frequent standing/walking.
<input type="checkbox"/> Heavy Work: Lifting 100 pounds occasionally, 50 pounds frequently with occasional sitting and frequent standing/walking.

Mandatory Child Abuse Reporting: As a mandatory reporter (ORS.419b.010) you are required to immediately report to Law Enforcement and or Department of Human Services, any instances of suspected child abuse.
I have read and received a copy of this job description, and understand that a copy of this job description will become part of my personnel file.

EMPLOYEE STATEMENT:

"I have reviewed the above position and understand its content. I am aware that my position description may be revised or updated at any time and once notified of changes, I remain responsible for knowledge of its contents.

I hereby certify that I possess the physical and mental ability to fulfill the essential responsibilities of the above position with or without reasonable accommodation(s). If I require accommodations(s) in order to fulfill any or all of these responsibilities, I agree to provide information to the District regarding the requested accommodation(s)."

Print Name

Employee Signature

Date