



## Special Education Teacher

Reports To: School Principal and Director of Special Services

### **SUMMARY**

Provide quality direct and indirect instructional services to meet the needs of students with a variety of learning disabilities in a positive learning environment according to their approved IEP. Teach district prescribed curriculum in the assigned area, utilize effective planning for each day's teaching, clarify goals, objectives, standards, and benchmarks of lessons and assignments. Knowledgeable and utilizes differentiated instruction in all classes with all students. Work as a team member to complete and submit all paperwork, documentation, and reports in a timely manner.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Maintain a respectful environment and open communication with students
- Continually seek to motivate students for the learning task at hand
- Identify strengths and weaknesses in students
- Support and assist building staff in maintaining order and appropriate behavior among students
- Provide reasonable care and safety of assigned students at any particular time
- Utilize instructional materials and other educational resources in a competent and effective manner
- Utilize a variety of resources to enhance the teaching and learning process
- Modify general education curriculum for special needs students based upon a variety of instructional techniques and technologies
- Supervise, coordinate, and monitor paraprofessional in their responsibilities and duties
- Provide appropriate appraisal for referred students including written program recommendations
- Consult with teachers and parents in regard to their student with disabilities
- Maintain student records necessary for continuous evaluation relating to the student's IEP
- Meet with general education teachers to ensure that IEP requirements are being met and to obtain information about student performance
- Attend all required professional development activities and meetings
- Participate in professional activities that enhance the mission of the school/district and the meeting of district standards
- Seek continuing education or professional development which aligns to district goals
- Demonstrate high standards of professionalism and ethics
- Perform other duties as assigned.

## **QUALIFICATIONS**

- **Education and/or Experience:** Requires a Bachelor's Degree or higher from an accredited college or university with emphasis in special education.
- **Interpersonal Skills:** Seek a cooperative working relationship with the district staff. Exercise mature and professional judgement in teaching and professional dealings with others. Establish a school climate which will prompt appropriate student discipline. Maintain confidentiality of information concerning colleagues, students, and parents.
- **Other Skills and Abilities:** Ability to work well with students with multiple ability levels and make modifications and/or accommodations for students in the regular classroom. Appropriately communicate with students, parents, District staff and members of the community. A strong knowledge of special education rules and regulations. Ability to exercise good judgment while working in a dynamic environment. Ability to supervise paraprofessionals. Ability to be flexible, organized, and to take initiative. Exhibit a willingness to participate in planned meetings, district training, as well as grow professionally.
- **Certificates, Licenses, Registrations:** Wyoming Teacher certification with Special Education Endorsement. Highly qualified per Wyoming requirements as a special education teacher. Seclusion and Restraint certification is required for all Special Education Teachers.

## **WORK ENVIRONMENT/PHYSICAL DEMANDS**

Must have the use of sensory skills in order to effectively communicate and interact with students, other faculty, staff, and parents as normally defined by the ability to see, read, talk, hear, handle, or feel objects and controls. The position also entails significant walking, bending, standing, stooping, and possible physical interventions in order to maintain a safe learning environment. Assignment may require the ability to physically move students or equipment weighing up to 50 lbs., position students in specialized equipment and/or change diapers as needed.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

Note: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. The District may add to, modify, or delete any aspect of this job at any time as it deems advisable.