

TITLE: Early Childhood Special Education Teacher**QUALIFICATIONS:**

- Valid Idaho Teaching Certificate endorsed for Early Childhood Special Education.
- Thorough knowledge and understanding of developmentally appropriate practice for children from birth through age five.
- Ability to work with students, staff, parents, and the public.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Building Administrator.

SUPERVISES: Classroom Para Educator, as assigned.

JOB GOAL: Under direction, teach and instruct special needs students – preschool children ages 3 to 5 - with disabilities, which meet federal and state criteria for placement in Early Childhood Special Education, in achieving individualized goals and objectives as determined by the IEP.

PERFORMANCE RESPONSIBILITIES:

- Displays content knowledge and makes connection between content and other parts of the discipline.
- Reflects understanding of current research and best pedagogical practice.
- Demonstrates knowledge and understanding of special education laws and procedures.
- Develops and implements Individual Education Plans (IEPs).
- Maintains student compliance files in accordance with federal, state and local procedures.
- Displays thorough understanding of typical developmental characteristics of age group as well as exceptions to general patterns.
- Displays solid understanding of the different approaches to learning that different students display.
- Develops instructional goals that adequately reflect identified individual student needs as determined by evaluation or assessment.
- Uses assessment results to plan for individual and group instruction.
- Displays knowledge of resources and knows how to gain access to enhance student learning.
- Designs learning activities, which are suitable to students' IEP goals.
- Interacts with students in a polite, caring and respectful manner.
- Conveys genuine enthusiasm for subject and students.
- Supervises paraprofessionals and volunteers.
- Responds to student misbehavior appropriately and successfully.
- Demonstrates clear and accurate oral and written communication.
- Engages students in learning.
- Persists in seeking instructional approaches for young students who have difficulty learning.
- Makes accurate assessments of instructional effectiveness.
- Monitors student progress toward achievement of instructional goals.
- Communicates with parents about student progress on a regular basis.
- Maintains and submits data for Medicaid billing.
- Seeks out opportunities for professional growth.
- Maintains high standards of ethical behavior and confidentiality of student information.
- Knowledge of State Early Childhood Outcomes.
- Work independently and with a team to maintain a clean, appropriate, and friendly work environment.
- Interact with students, parents, staff, faculty, and administration effectively and professionally.
- Follow oral and written instructions and observe District, State, and federal policies and procedures.
- Follow all Board-approved policies, safety rules, and regulations.
- Attend in-services and training sessions.

- Respect and practice confidentiality both in and out of school with regard to records, activities, and communications relating to all students, parents/guardians, and staff.
- Performs all other duties as assigned consistent with the responsibilities of a teacher, the Idaho Code of Ethics, and the negotiated contract.

PHYSICAL DEMANDS: The employee will be required to perform the duties necessary in a normal office environment. Employee is required to communicate effectively on the telephone and in person and hear sounds within the normal range of conversation; operate a keyboard and type, operate standard office equipment, lift or move objects that weigh up to 25 lbs. This job requires performing repetitive hand movement in gripping, fingering and hand/wrist/arm movements. Job tasks may require walking, standing, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping and reaching.

TERMS OF EMPLOYMENT: Annual Contract. Salary according to current Certified Teacher Salary Schedule as approved by the Board of Trustees.

EVALUATION: Performance of this job will be evaluated annually in accordance with provisions of the board’s policy on evaluation of certified personnel.

An employee working in this position shall at all times be subject to the direction of the person to whom said employee has primary responsibility or said person’s designee (s) and at all times shall be subject to the rules, regulations and policies of the District as promulgated by the Board of Trustees. Each employee shall be held responsible for having knowledge of said school district rules, regulations and policies which have been reduced to writing and made available to the employee on the school district website: www.cassiaschools.org.

This position shall be considered exempt from overtime and minimum wage requirements of the Fair Labor Standards Act.

Cassia Joint School District No. 151 is an equal opportunity employer. Qualified applicants receive consideration for employment without discrimination based on gender, age, national or ethnic origins, race, color, religion or the presence of a non-job-related handicap. Employment is contingent upon the necessary verification and work eligibility.

EMPLOYEE ACKNOWLEDGEMENT: I certify that I have received a copy of my job description and acknowledge placement of this signed document in my personnel file at the Cassia Jt School District Office.

Employee Signature

Date

April 2, 2015