2017-2018 SCHOOL YEAR

SPECIAL EDUCATION TEACHER

QUALIFICATIONS: Possession of a valid credential authorizing service to students with disabilities in regular classes, resource rooms, and/or self-contained classes, including CLAD certification or equivalent.

REPORTS TO: School Principal and Director of Special Education

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

1. Participates as a member of the IEP Team in decisions regarding placement and in the development of an individualized education program for students with disabilities.

2. Provide instruction and services for pupils whose needs are identified in a written individualized education program.

3. Coordinate special education services with the regular school programs for individuals with exceptional needs.

4. Monitor and assess pupil progress on a regular basis, participate in the review and revision of individualized education programs, maintain pupil and program records as required by District, Special Education Local Plan Area (SELPA), State and Federal regulations.

5. Arrange and conduct parent conferences assuring parent awareness of pupil progress, enlisting parent cooperation and involvement in program planning and development.

6. Coordinate and supervise the work of the Special Education Aide.

7. Participate in staff development activities as provided by the Special Education Department and the Riverside county Special Education Local Plan Area (SELPA).

8. Strive to maintain and improve professional competence.

9. Other duties as assigned by the Principal.