

EDUCATION SPECIALIST

DEFINITION

Under the supervision of the site administrator and/or the Director of Special Education conduct educational assessments related to student's access to the academic core curriculum and progress towards meeting instructional academic goals, provide instruction, and special education support to individuals with mild/moderate or moderate/severe disabilities.

EXAMPLES OF DUTIES (E=Essential Duties)

Participate in the multi-disciplinary assessment of students for initial placement into special education and triennial reviews. E

Conduct educational assessments related to students access of the core curriculum to determine accurate levels of student performance. E

Use data to monitor, evaluate, and review pupil progress on Individualized Education Plan's (IEP) goals regularly. E

Document and report IEP progress to parents each trimester. E

Write legally compliant IEP's and hold IEP meetings within the state and federal timelines. E

Maintain student and program records as required by District, Special Education Local Plan Area (SELPA), State and Federal regulations. E

Provide instruction and implementation of IEP to students on Home Hospital. E

Conduct educational assessments to determine eligibility of Special Education services for private school/non-public school students. E

Create an Individual Service Plan, if students are eligible. E

Effectively implement all student's IEP. E

Collect and analyze data to develop, implement, and monitor a Behavior Intervention Plan with fidelity. E

Coordinate, consult and collaborate with the general education teachers for the purpose of planning and supporting the needs of students with special education services. E

Create and maintain an atmosphere and learning environment conducive to the intellectual, physical, social-emotional development of students. E

Provide instruction using district and state approved curriculum and programs. E

Provide group and individual instruction, utilizing a variety of methodology to meet the student's identified needs. E

Establish and maintain standards of student behavior utilizing behavior management strategies and techniques, including behavior modification, reinforcement, and other positive behavior shaping processes. E

Serve as a resource to other sites, and district staff in instructional techniques and strategies. E

Coordinate efforts to appropriately involve parents in the IEP team proceedings and in the implementation of the IEP. E

Counsel, confer, and communicate with parents, school and District personnel regarding pupil progress, and in the interpretation of the educational program. E

Provide direction for instructional aides. E

Provide staff development when requested. E

ETIWANDA SCHOOL DISTRICT

EDUCATION SPECIALIST

EXAMPLES OF DUTIES (continued)

Perform a variety of non-instructional duties, including curriculum and instructional development activities, student supervision, attendance at faculty meetings, participation in committee activities, and advisory and consultation activities. E

Perform related duties as assigned. E

QUALIFICATIONS GUIDE

KNOWLEDGE OF:

Laws and education code relating to special education.

Principles, theories, methods, techniques, and strategies pertaining to teaching and instruction of students with disabilities.

Educational curriculum and instructional goals and objectives, and the educational trends and research findings pertaining to students with disabilities.

Behavior management and behavior shaping strategies, techniques and methods, and conflict resolution procedures.

Socioeconomic and cultural background differences of the school population.

Child growth and development and behavior characteristics of children experiencing education and social dysfunction.

ABILITY TO:

Plan, organize, develop, and conduct a comprehensive teaching and instruction program.

Provide effective learning experiences for pupils from a wide range of socioeconomic and cultural backgrounds and with varying academic, adaptive, and social-emotional needs.

Adapt and scaffold district adopted curriculum and state standards to meet individual student needs.

Communicate effectively with students, district personnel, staff and parents.

Maintain appropriate and thorough documentation.

Collect and interpret data.

Develop a positive classroom environment that promotes learning.

Create a structured program that promotes positive behavior and fosters appropriate behavior.

Work with students requiring a significant level of behavioral support.

Develop and maintain open channels of communication between home and school.

Administer and interpret assessments to evaluate academic progress.

Facilitate IEP meetings.

Understand and relate to children.

TRAINING AND EXPERIENCE

Bachelor's degree including courses necessary to meet the credential requirements; successful teaching experience.

DESIRED QUALIFICATIONS

Possession of an Education Specialist credential, authorizing service as a teacher of special education pupils.

CLAD certification, if teaching for English learners is not included in teaching credential.

Autism supplemental authorization, if not included in teaching credential.

ETIWANDA SCHOOL DISTRICT

EDUCATION SPECIALIST (continued)

LICENSES, CONDITION OF EMPLOYMENT AND OTHER REQUIREMENT

1. Possession of a valid Motor Vehicle Operator's License.
2. Insurability by the agency's liability insurance carrier.
3. Department of Justice Clearance

WORKING CONDITIONS

The work environment for this job includes all environmental conditions, classroom, office and outdoors when required.

While performing the duties of this job, employees are regularly required to stand, bend, kneel, walk, climb, reach, look, lift and listen.

Climbing and pushing activities are also involved.

Employees may occasionally move and lift heavy objects, some of which will be in the 25 pound range.

The noise level of this job will be consistent with building and playground activities. Employees will be exposed to adverse climatic conditions and air conditioning.

Speaking, listening and observing as needed, to provide instruction.

Incumbents may be exposed to hostile or abusive individuals.

Exposure to blood or other potentially infectious materials, tasks or procedures.

To perform this job successfully, an individual must be able to perform each essential duty in a satisfactory manner.

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

Board Approved

8.2000

1.2006

2.12.2009 to include JFA

12.12.2019