

# North Central Education Service District

## Special Education Teacher - Job Posting

### Job Information

**Teacher:** Special Education Teacher – Assigned to Sherman County School District

**Contract:** 190 Days

**Salary:** \$40,673 - \$75,245

**Benefits:** Medical, Dental, Vision

**PERS:** Paid by the District

**Posting:** Open Until Filled

### Job Purpose Statement:

This position is responsible for evaluating students suspected of having a disability for their educational needs and providing support in implementing instructional programs with regular and special education teachers. The Learning Specialist is responsible for planning and delivery of instruction and/or adoption of the education program to enable students to benefit from their educational experiences.

### Job Qualifications: Education and Experience:

- 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.
- Must hold a current recognized first aid card or be willing to obtain under ORS 342.664 (2).

### Licenses, Certifications, Bonding, and/or Testing Required:

- Criminal Justice Fingerprint Clearance
- Valid Driver's License and evidence of insurability
- Valid Oregon Teaching License and endorsement(s) from the Teacher Standards and Practices Commission in the State of Oregon with required endorsements for subject areas
- Successfully pass district background screening

### Knowledge, Skills, and Abilities:

- Must be able to perform each essential duty satisfactorily.
- Knowledge of age-appropriate teaching methods, state curriculum framework, education code, appropriate instructional subjects.
- Knowledge of current concepts, methods, and procedures for curriculum development and implementation
- Knowledge of laws, rules, policies, and trends regarding instruction and evaluation techniques
- Knowledge of human development and learning, behavior management, and communication techniques
- Skills to motivate students, communicate with individuals from varied educational and cultural backgrounds, direct support personnel, evaluate performance.
- Ability to effectively present information and respond to questions from groups of administrators, staff, and the public.
- Ability to apply commonsense understanding to carry out detailed and basic written or oral instructions.
- Ability to apply knowledge of current research and theory to instructional programs.
- Ability to plan and implement lessons based on district and school objectives, as well as the ability to address the needs and abilities of students to whom assigned.
- Ability to establish and maintain effective relationships with students, peers, and parents.
- Skill in oral and written communication
- Ability to perform duties with awareness of all district requirements and school board policies, as well as Oregon law and administrative rule.

### Essential Job Functions:

1. Use evaluation information and data to identify the needs of individual students by continuous assessment of their abilities.
2. The Learning Specialist is responsible for planning and implementing the goals for the Individual Education Plan (IEP).
3. Responsible for the supervision, scheduling and guidance of paraprofessional staff in regard to the planning and implementation of a legally compliant IEP.
4. Use identified student and group needs to plan instruction.

5. Ensure that instructional plans are sequenced and aligned with established content standards identified by the District.
6. Develop goals for all students based on previous or current data.
7. Provide instructional services to students who are enrolled in special education programs.
8. Provide consultation to education personnel on behalf of students with disabilities on the specialist's caseload.
9. Work as a member of a multi-disciplinary evaluation team to assist in the evaluation of the educational needs of persons suspected of having a disability.
10. Conduct evaluations to determine educational eligibility, including achievement tests and rating scales, seeking the assistance of district and outside specialists as required.
11. Disseminate paperwork to appropriate parties.
12. Evaluate data to determine effective evidence-based curricula or strategies to support student academic, social, and behavioral needs.
13. Refer students for observation to members of the support staff, which includes a Speech Therapist, P.T., O.T., administrator, or outside specialists.
14. Work with special education staff in developing and improving special education programs.
15. Coordinate and supervise work experience and on-campus job training programs involving students with disabilities.
16. Write instructional plans that advance students toward meeting state and district instructional goals and standards.
17. Use a variety of effective instructional methods and materials to implement instructional plans.
18. Determine the effectiveness of specific instructional strategies regarding the achievement of all students.
19. Make and track progress toward instructional and professional goals using established action plans, milestones and timelines.
20. Manage the classroom to create optimum learning conditions.
21. Make appropriate application of learning theory to meet the needs of both individual and groups of students.
22. Initiate, plan, and carry out parent conferences, IEP and eligibility meetings to communicate students' progress or eligibility as necessary to support student success in meeting academic and behavioral goals.
23. Conduct and review functional behavior assessments and behavior intervention plans when necessary for student success.
24. Actively participate in professional development activities to maintain knowledge and skills to support student success in both academic and behavioral areas.
25. Plan, coordinate, and supervise volunteers, instructional assistants, and other paraprofessionals.
26. Supervise students in and out of the classroom.
27. Initiate and maintain communication with colleagues, including engaging in effective problem-solving regarding professional issues.
28. Assist in the assessment of building level needs and the planning required to meet those needs.
29. Attend meetings and serve on committees as directed to assist with program and curricular coordination.
30. Maintain confidentiality of student, family, staff, and school records
31. Demonstrate knowledge of current concepts, methods, and procedures for curriculum development and implementation, and assessment of individual and group progress
32. Demonstrate knowledge of effective evaluation techniques for both individual and group assessments
33. Demonstrate knowledge of human development and learning
34. Demonstrate knowledge of effective behavior management techniques, including knowledge of functional behavior assessments, effective motivational and corrective techniques for students with special needs
35. Demonstrate knowledge of effective communication techniques with students, parents, patrons, and other professionals
36. Demonstrate knowledge of laws, rules, policies, and trends regarding instruction
37. Demonstrate professional conduct and be an effective role model for students.
38. Maintain regular attendance and promptness in reporting for duty, as well as timeliness in submitting required reports and other professional paperwork.
39. Comply with District and State standards of professional conduct.
40. Corresponds with district staff and stakeholders via email.
41. May be asked to translate, if applicable.

#### **Application Procedures**

- **Recruit and Hire:** <https://www.ncesd.k12.or.us/page/employment>
- **Application Questions:** Contact Kara Robbins – Director – Special Education – North Central ESD
- **E-Mail:** [krobbbins@ncesd.k12.or.us](mailto:krobbbins@ncesd.k12.or.us)