

**LANE EDUCATION SERVICE DISTRICT
JOB DESCRIPTION**

POSITION TITLE: Teacher, Life Skills Education Program

DEPARTMENT: Special Education Services

REPORTS TO: Program Supervisor, Special Education

TERMS OF EMPLOYMENT: Length of contract based on district assignment

CLASSIFICATION: Exempt

LAST REVIEW: 3/2020

1. POSITION PURPOSE:

The purpose of the position is to deliver direct instruction to assigned students with intellectual disabilities enrolled in the Life Skills Education Program in accordance with identified curricular guidelines and established Individual Education Plans.

2. PRIMARY DUTIES AND ACCOUNTABILITIES:

In addition to meeting the standards established for the position, each incumbent has the following primary duties and accountabilities:

- a. Establish measurable and realistic instructional goals.
- b. Plan and present coherent instruction, which is adapted to the learning abilities of each student.
- c. Create a classroom environment of respect and rapport, establish a culture for learning, and manage student behavior equitable and fairly.
- d. Develop and implement individual behavior support plans as necessary to meet student needs.
- e. Frequently assess student performance and maintain accurate records.
- f. Communicate regularly with students, families, and other appropriate team members regarding student performance.
- g. Determine the skills and abilities of assigned support personnel and delegate duties to provide the most effective learning opportunities for students.
- h. Assist in coordinating programs and services with external agencies as needed.
- i. Be a supportive and cooperative member of the staff.
- j. Maintain a professional demeanor when representing the District.
- k. Maintain current knowledge and skills for all disciplines taught.
- l. Utilize appropriate equipment and software as established for agency use as well as other equipment and software appropriate to the assignment.
- m. Perform program responsibilities in accordance with statutes, administrative rules, policies, and collective bargaining agreements.
- n. Attend Special Education and other staff meetings as requested.

o. Perform such other duties as may be assigned.

3. KNOWLEDGE/SKILL/TRAINING:

A Bachelor's Degree and appropriate Oregon Teacher Standards and Practices Commission special education license are required for the position. Demonstrated knowledge of both federal and state special education requirements as well as current best practices in the field are essential. Prior experience in a similar special education environment serving students with intellectual disabilities is preferred.

The ability to communicate effectively (both orally and in writing) with students, parents and staff, and the ability to maintain confidentiality when dealing with student, staff and/or parent information is required. A valid First Aid/CPR Card is preferred.

4. PHYSICAL DEMANDS:

The teacher is normally standing, walking or sitting as required. The teacher may have to lift, bend, support and/or restrain a student whose handicapping condition or behavior requires adult assistance.

5. WORKING CONDITIONS:

Generally, the teacher works in an indoor work environment performing clean, non-hazardous work. The teacher may encounter inclement weather during or field trips or community activities. The teacher may be exposed to disagreeable conditions involving the toileting of a student. In addition, the teacher may occasionally be exposed to bodily fluids due to student injury, illness or behavior.

6. WORK EXPECTATIONS:

- a. Effectively engage with individuals from diverse cultures or backgrounds.
- b. Demonstrate professionalism and appropriate judgment in behavior, speech, and dress in a neat, clean, and appropriate professional manner for the assignment and work setting.
- c. Utilize appropriate equipment and software as established for agency use as well as other equipment and software appropriate to the assignment.
- d. Maintain regular and punctual attendance.
- e. Confer regularly with immediate supervisor.
- f. Follow all District work procedures and reasonable requests by proper authority.
- g. Perform program responsibilities in accordance with statutes, administrative rules, policies, and collective bargaining agreements.

7. EVALUATION:

Performance will be evaluated in accordance with the provisions of Board policy and the evaluation program adopted for the position.

The statements contained herein reflect general details as necessary to describe the principal functions of the job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements.