

FAIRFIELD CITY SCHOOL DISTRICT

JOB DESCRIPTION

Approved by the Fairfield Board of Education on December 20, 2007.

TITLE: Intervention Specialist (Teacher of Children with Disabilities)

REPORTS TO: Principal of assigned building unless designated otherwise

EMPLOYMENT PERIOD: 184 days

ASSOCIATION REPRESENTATION: FCTA

CIVIL SERVICE STATUS: Unclassified

QUALIFICATIONS:

1. Must hold valid, appropriate certificate/license for the assigned position as required by state standards.
2. Shall hold at least a Bachelors degree in an appropriate field.
3. Shall have successfully completed the designated number of years of experience if required.
4. Must provide evidence of a satisfactory criminal record check conducted through the Ohio Bureau of Criminal Investigation and Identification within one year prior to date of hire. In addition, must provide evidence of a satisfactory criminal record check conducted through the FBI within one year prior to date of hire if the candidate has not been a resident of Ohio for the preceding period of five (5) years.
5. Must have the ability to travel to more than one work location in the course of a work day if assigned to a traveling position.
6. Must have proficient level of knowledge in chosen academic area/field and of teaching methodology. Must meet state criteria as a Highly Qualified Teacher. If not, must commit to professional development which leads to becoming highly qualified in a timely manner.
7. Must possess demonstrated ability to work cooperatively and effectively with others.
8. Must possess demonstrated ability to communicate clearly and effectively, both orally and in writing.
9. Must possess demonstrated skills of organization and problem solving.
10. Must possess demonstrated ability to establish and maintain rapport with students.
11. Must exhibit professional behavior and sound judgment.

12. Must be capable of lifting and positioning students in relation to specific adaptive equipment, with the aid of an educational assistant if necessary.
13. Must possess demonstrated commitment to serve as an ethical, positive role model.
14. Must possess, at minimum, computer skills comparable to Ohio SchoolNet novice level.

GENERAL DESCRIPTION: Teach children with disabilities. Facilitate student learning by identifying and understanding individual characteristics of all students taught, and providing instruction in subject matter accordingly. Diagnose, assess, and remediate student performance. Manage the classroom by organizing it to stimulate learning, focus on success, and foster discipline. Present self as a mature, professional educator and serve as a positive role model. May supervise others as designated by the principal, e.g. student teachers, aides, volunteers and appropriate others.

ESSENTIAL FUNCTIONS:

1. Serve as part of an Ohio Integrated Systems Model Team, and may be required to implement interventions developed by this team.
2. Serve as part of the multi-disciplinary team in the identification of a child with a disability and for three-year reevaluations. This includes observation and testing as prescribed for identification of a child with a disability.
3. Serve children with disabilities as their first priority and may serve children who are not disabled where needs for these services are identified.
4. Serve students at the preschool, elementary, middle and high school levels as outlined in Operating Standards for Ohio Schools (section 3301-51-09).
5. Evaluate and provide at least one I.E.P. conference each calendar year to review and revise, if appropriate, the student's I.E.P. This is to include a review of the past school year's I.E.P. to determine which goals/objectives have been met or need to be continued, a sharing of evaluation information with parents and the development of new goals/objectives for the coming year.
6. Support regular education teachers in serving and/or consulting about children with and without disabilities so that the regular education personnel, in partnership with the special education service providers, can implement the child's IEP in the least restrictive environment.
7. Plan a program of study that demonstrates knowledge of the subject matter, incorporates best practices, is coherent, and leads to the mastery of desired learning outcomes.
8. Plan a program of study that meets the individual needs, interests and abilities of the students, and leads to the mastery of desired learning outcomes.

9. Demonstrate knowledge of the unique characteristics of students in assigned instructional setting, where multiple ethnic groups, cultures, and ability levels may be found.
10. Develop a coherent instructional plan which guides the learning process toward the achievement toward achievements of Ohio Academic Content Standards and establish clear objectives for all lessons, units, projects, and other instructional activities. Clearly communicate such goals and objectives to students and parents.
11. Demonstrate knowledge of resources by planning to use a variety of best practices, sound instructional techniques, activities, and media consistent with the needs and capabilities of the individuals and/or student groups assigned.
12. Diagnose the learning needs of students on an on-going basis. Use assessment data to promote mastery of designated learning outcomes, and to plan appropriate intervention.
13. Prepare appropriate daily/weekly written lesson plans based on the course of study for all classes taught.
14. Establish a professional level of rapport with students. Create a classroom environment that is conducive to learning, respectful of others, and appropriate to the maturity and interests of the students.
15. Demonstrate genuine respect for the worth and dignity of each student.
16. Demonstrate the ability to impact students in a positive manner by promoting self-esteem, self-discipline and good citizenship. Serve as a positive role model for students in how to conduct themselves as responsible, intelligent human beings.
17. Establish and maintain a standard of classroom behavior and procedures consistent with building regulations and Board of Education policy. Maintain order in the classroom in a fair and just manner. Encourage students to exhibit behavior consistent with set standards.
18. Implement all policies and rules governing student life and conduct, not only in assigned classes, but in all aspects of school life and in all realms of employment.
19. Take all necessary and reasonable precautions to ensure student safety, and to protect equipment, materials, and facilities.
20. Demonstrate the ability to instruct all students in a setting where multiple ethnic groups, cultures, and ability levels are found.
21. Communicate clearly and accurately in both written and oral forms in all aspects of instruction and employment.
22. Motivate and engage all students in learning activities.
23. Employ a variety of best practices, sound instructional techniques and activities, and relevant and appropriate media consistent with the needs and capabilities of the individuals and/or student groups assigned. Use a variety of questioning and discussion techniques.
24. Assess the achievement of students on a regular basis. Use assessment data to: adjust lessons in response to student performance; provide

- appropriate intervention for students; and provide accurate, substantive, and constructive feedback to students and/or parents in a timely manner.
25. Demonstrate flexibility and responsiveness in adjusting to changes, and reliability in carrying out responsibilities.
 26. Implement by instruction and action all policies of the Board of Education and the district's philosophy of education and instructional goals and objectives.
 27. Meet and instruct assigned class(es) in the location(s) and at the times designated.
 28. Meet all time responsibilities punctually.
 29. Meet attendance expectations for a professional educator.
 30. Give active reflection to each class taught, and make adjustments as needed.
 31. Provide lesson plans, schedules, description of duties, and clear instructions for a substitute teacher.
 32. Maintain accurate, complete, and correct records as required by law, district policy and/or administrative regulations.
 33. Prepare and provide data for progress reports and report cards as required.
 34. Maintain respect at all times for confidential information (student grades, student information other than directory information, and so forth).
 35. Establish and maintain positive communication with parents of assigned students. Make provision for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms. Endeavor to respond to parent communication within 24 hours. Design parent involvement activities; and implement educational interventions and specially-designed instruction which means adapting, as appropriate, to the needs of the eligible child, the content, methodology or delivery of instruction.
 36. Establish and maintain a positive working relationship with administration and colleagues.
 37. Attend staff meetings and serve on committees as required. Interact at the district level with district administrators and present information when required.
 38. Seek the assistance of district specialists as appropriate in assessing and addressing student health, behavioral, and learning problems.
 39. Maintain good public relations by personal appearance, attitude, and conversation. Contribute to an enhanced perception of the district by those with whom you come into contact.
 40. Assume the legal responsibility to help instill in students the belief in and practice of ethical principles and democratic values.
 41. Observe ethics of the teaching profession. Exhibit professional behavior, emotional stability, and sound judgment.
 42. Strive to maintain and improve professional competence. Seek membership in education-related professional organizations.

43. Strive to improve in all components of the Ohio Teacher Evaluation System (OTES) Teacher Performance Evaluation Rubric.
44. Assume other duties as assigned by the Superintendent or designee.

OTHER DUTIES: The essential functions listed in this job description reflect the general duties and principal functions of the job but are not a detailed description of all the duties which may be inherent in the job. Other duties may be assigned by the building principal.

WORKING CONDITIONS:

1. Potential occasional exposure to blood or other body fluids.
2. Possible interaction with verbally or physically aggressive students and/or adults.
3. May have to travel from building to building in inclement weather.
4. May be assigned to monitor student conduct.
5. May occasionally be assigned evening work.
6. May provide instruction outside of the school setting.

Revised: August 3, 2017