

**General Statement:**

A competent **Special Education Teacher** understands growth and development, demonstrates knowledge of what is to be taught and facility in the basic skills and helps students to develop positive self-concepts. The **Special Education Teacher** stimulates the independence of each student as a learner, effectively assess student needs and progress, and plans instruction to achieve selected objectives, involving those appropriate for exceptional students. The **Special Education Teacher** accomplishes these objectives through effective communication with students, parents, and colleagues and through the use of appropriate techniques and materials in a positive climate where time, space and equipment are effectively organized for instruction. In addition, the **Special Education Teacher** meets professional responsibility for continuing growth and fosters cooperative involvement with parents and the community.

**Major Responsibilities:**

- Demonstrates facility in the skills of the reading, writing and mathematics.
- Demonstrates knowledge of the subject to be taught.
- Demonstrates knowledge of human growth and development as it relates to the teaching-learning process.
- Demonstrates knowledge of the American public school system.
- Plans instruction to achieve selected objectives.
- Effectively implements instructional plan and use appropriate instructional techniques.
- Effectively communicates with students.
- Helps students develop positive self-concepts.
- Facilitates the independence of the student as learner.
- Effectively organizes time, space, materials and equipment for instruction.
- Effectively assesses student needs and progress.
- Effectively meets the needs of exceptional students.
- Establishes a positive learning environment.
- Meets professional responsibilities.
- Encourages and maintains the cooperative involvement and support of parents and the community.
- Experience with Applied Behavior Analysis (ABA).
- Able to supervise Educational Assistants.
- Ability to maintain pertinent data and analyze it.
- Able to implement exclusionary practices/co-teaching.

Job Description – Special Education Teacher

**Qualifications:**

- Connecticut Teaching Certificate in 165-Comprehensive Special Education, K-12.
- Record of demonstrated superior performance as a special education teacher.
- Demonstrated knowledge of the field.
- Ability to solve problems and execute responsibilities.
- Capacity to communicate effectively with students, staff members and parents.
- Excellent organizational skills.
- High standard of ethics, honesty and integrity.
- Willingness to assume extra responsibilities.
- Knowledge of and/or demonstrate the ability to learn and implement Operating Systems (i.e. Windows); Office suites (i.e. Microsoft Office, Google Docs); Presentation Software (i.e. PowerPoint, Keynote); Spreadsheets (i.e. Excel, Google Spreadsheets); Communication and Collaboration tools (i.e. Skype); Accounting Software (i.e. QuickBooks); Student Information Systems (i.e. Naviance, Power School); or any other technology deemed relevant for this position.

April 2006

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Employee Signature

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Date

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Employee Name (Please Print)