

COLUSA COUNTY OFFICE OF EDUCATION

CLASS TITLE: TEACHER - SPECIAL EDUCATION

BASIC FUNCTION:

Under the direction of the Assistant Superintendent-Special Education/SELPA, instruct special education students individually and in small groups in accordance with County Office policies and procedures; develop and implement IEP goals, assess students, and coordinate programs to increase independence and functioning in society socially, vocationally and academically.

REPRESENTATIVE DUTIES:

Design and implement curriculum and lesson plans for individualized and group instruction, schedule instructional periods; assess student progress; teach subjects including English, math, reading, language arts, and others; maintain related records. **E**

Instruct students with special education needs regarding individualized tasks to implement and achieve IEP goals. **E**

Participate as a member of IEP teams; attend IEP meetings; provide input to IEP goals; conduct pre-and post-assessments and perform other data collection; prepare IEP reports and maintain inter-agency and district contacts regarding IEP's. **E**

Perform specialized physical health care procedures as trained and assigned and in accordance with specialized training provided by a health specialist; as trained and qualified, operate and instruct students and staff in the use of various apparatus to assist in mobility and to lift and position students. **E**

Assure the proper implementation of objectives for each student in accordance with IEP's, including positioning. **E**

Perform specialized duties as assigned in such areas as behavior, vision, movement, and others while working with students and teachers. **E**

Provide for the personal hygiene of students including toileting, diapering, feeding, and caregiving; teach self-help skills involving personal hygiene; teach recreational/leisure skills. **E**

Design and implement appropriate behavior management techniques for use in instructional and disciplinary purposes. **E**

Collaborate with other teachers and monitor the integration of students in regular school classrooms. **E**

Interact with parents; conduct interviews and conferences with parents; discuss student progress with parents on an on-going basis. **E**

Train and provide work direction and guidance to assigned Instructional Assistants. **E**

Participate in a variety of special project teams and committees; participate in teacher and staff meetings and other in-service training programs. **E**

Prepare a variety of reports for parents, community agencies, administration and others. **E**

Interface with other teachers, psychologists, other specialists and others regarding student progress. **E**

Provide job coaching, vocational training and other skills as assigned. **E**

Serve on Child Study Team. **E**

Write and plan Individual Transition Plans for students. **E**

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Principles, theories, practices, methods and techniques used in curriculum development and classroom instruction.

Classroom procedures and appropriate student conduct.

Child guidance principles and practices related to students with special education needs.

Problems and concerns of students with special needs.

Curriculum and lesson plan development to meet IEP goals.

Equipment operation related to special education students.

Terminology involved in special education programs.

Principles of training and providing work direction.

Proper lifting techniques.

Interpersonal skills using tact, patience and courtesy.

Applicable sections of the State Education Code and other applicable laws.

Research methods and report writing techniques.

Basic computer operation.

IEP process.

Behavior modification techniques.

Student and parent rights with respect to special education programs.

ABILITY TO:

Instruct special education students in individualized tasks to achieve IEP goals.

Understand and relate to children with special needs.

Operate and demonstrate the use of materials and equipment.

Monitor and evaluate student progress.

Train and provide work direction to others.

Establish and maintain cooperative and effective working relationships with others.

Maintain records and prepare reports.

Compile and verify data and prepare reports.

Maintain current knowledge of program rules, regulations, requirements and restrictions.

Analyze situations accurately and adopt an effective course of action.

Work independently with little direction.

Meet schedules and time lines.

Collaborate and consult with others.

Take observation data to do Antecedent, Behavior, Consequence (ABC) charts, analyze, and suggest modifications.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: bachelor's degree and teacher certification related to students served.

LICENSES AND OTHER REQUIREMENTS:

Appropriate California Special Education Credential.

Some positions within this classification may require sign language skills or the ability to speak, read, and/or write in a designated second language.

WORKING CONDITIONS:

ENVIRONMENT:

Regular education classrooms, specialized classrooms and community work environments.

PHYSICAL ABILITIES:

Reaching overhead and above shoulders.

Pushing wheelchairs.

Kneeling or crouching to change diapers and to assist students with other tasks.

Hearing and speaking to exchange information and provide instruction.

Seeing to monitor student activities and behaviors.

HAZARDS:

Providing specialized physical health care procedures to students with exposure to body fluids.

Exposure to students who may become hostile or disorderly and who may exhibit physical aggression.

Employee Group: Certificated - ECCOE

FLSA Status: Exempt

Salary Schedule: 115

Approval Date: October 1994