

# EARLY CHILDHOOD – Special Education Teacher

**QUALIFICATIONS:**

- Early Childhood Certificate (02 or 04) and Special Education Endorsement
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

**REPORTS TO:** Principal

**JOB GOAL:** To help students learn subject matter and skills that will contribute to their development as mature, able, and responsible individuals.

---

## **PERFORMANCE RESPONSIBILITIES:**

- Develop, implement and monitor with the Program Administrator the screening and selection process of program children
- Conduct ongoing orientation for incoming families
- Provide an appropriate education program that includes the following:
  - A safe learning environment
  - Variety of opportunities to learn through open and directed exploration and play
  - Learning experiences that include choice and needs of individual learners
  - Balances fine and large motor learning experiences
  - Various fine arts and cultural awareness activities
- Plan and implement a comprehensive family education program includes:
  - Home visits and/or Parent Conferences
  - Regular ongoing communication with parents about child's growth and progress, abilities, and interests
  - Linkages to other agencies based on family need
  - Opportunities for family members to able to volunteer in the classroom and/or support the program in a variety of different ways
  - Family resource library, toy lending library, and book lending library
- Conduct transition for children into resource or regular Kindergarten
- Utilize "I Can Do It" Checklists and Individualized Education Plan to document individual student growth
- Participate and lead-out different professional development activities/focus groups
- Maintain up-to-date records as required by Special Education Law and District Early Childhood Program
- Perform other duties and assume other responsibilities as may be assigned by the program administrator

**TERMS OF EMPLOYMENT:** 180 DAYS. Salary and benefits commensurate with contractual commitments.

**EVALUATION:** Performance of this job will be evaluated in accordance with administrative procedures and established contractual protocols.