



## **POSITION DESCRIPTION**

### **SPECIAL EDUCATION TEACHER**

#### **GENERAL SUMMARY**

Develop and oversee specially designed instruction in compliance with IDEA and other Special Education law with a consistent focus on educational justice and equity.

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#### **ESSENTIAL FUNCTIONS:**

Under the supervision of the Building Principal or designee, the position performs some or all of the following typical duties:

- Plan, develop and implement specially designed courses of instruction to achieve IEP objectives and goals.
- Implement and deliver appropriate curricula.
- Develop and modify instructional programs to meet individual needs including the needs of underrepresented groups.
- Develop and utilize positive techniques for improving student behavior in compliance with student behavior plans (if applicable) and IEPs, managing the classroom in a manner designed to provide an equitable and productive learning environment.
- Provide assistance and guidance to individual students.
- Provide consultation and coaching for general education staff to support students with IEPs in the general education setting.
- Plan for, design, and oversee the activities of paraeducators working with students to deliver specially designed instruction.
- Communicate regularly with parents and be responsive to parental concerns.
- Maintain appropriate student records, including progress reports and/or other required information as listed in student IEPs.
- Utilize differentiated instruction to meet the needs of diverse learners.
- Serve as key member of IEP teams.
- Enforce school rules and monitor student behavior in non-classroom settings with a constant focus on educational justice and equity.
- Participate in staff and department meetings.
- Work cooperatively with other staff and administrators.
- Fulfill other job related responsibilities as assigned

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#### **REPORTING RELATIONSHIPS**

- Reports to and receives direction from Building Principal or Assistant Principal.

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**COGNITIVE DEMANDS**

- Requires organization and time management; requires adaptability and flexibility in working with different students, staff, parents, and community members; requires an openness to and appreciation of a variety cultural expectations and norms; requires effective decision-making and problem-solving; requires dealing with difficult, upset, or angry individuals on occasion.

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**PHYSICAL DEMANDS**

- May require prolonged standing or sitting; while performing the duties of this job, the employee may be required to sit, stand, walk, lift, carry, stoop, kneel, talk and hear.

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**MINIMUM QUALIFICATIONS****Education and Experience**

- Valid Washington State certificate with appropriate endorsement required.
- Prior instructional experience with Special Education students at appropriate grade level preferred.

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**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Teacher must be able to work with students, staff, parents, and other community patrons in an amiable and productive manner.
- Ability to demonstrate good classroom management skills for appropriate grade level and across a variety of cultures.
- Demonstrated mastery of appropriate subject matter.
- Good written and oral communication skills.
- Recent training in Special Education law and instructional theory/methodology.
- Valid first aid and CPR card or willingness to obtain at request of district.

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**CONDITIONS/ACKNOWLEDGMENT**

This job description is intended to provide an overview of the requirements of the position. As such, it is not necessarily all inclusive, and the job may require other essential and/or nonessential functions, tasks, duties, or responsibilities not listed herein. The District reserves the sole right to add, modify, or exclude any essential or non-essential requirement at any time with or without notice. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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