

# **ROSELAND SCHOOL DISTRICT**

## **JOB DESCRIPTION**

**TITLE:** **TEACHER OF STUDENTS WITH DISABILITIES (PreK-6)\***

**QUALIFICATIONS:**

1. Valid New Jersey Teacher of Students with Disabilities or Teacher of the Handicapped Certificate.
2. Meets, as required, federal Highly Qualified Teacher Standard.
3. Demonstrated knowledge of effective teaching methods and developmentally appropriate classroom activities.
4. Ability to create a positive learning environment.
5. Strong interpersonal and communication skills.
6. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

**REPORTS TO:** Principal

**SUPERVISES:** Pupils, and when assigned, instructional assistants, student teachers and interns.

**JOB GOAL:** To provide an approved instructional program to classified pupils in accordance with each pupil's individualized education plan, utilize educational technology, and establish a school environment that fosters learning and personal growth; to help pupils develop skills, attitudes and knowledge needed to provide a good foundation for continued education; and to maintain good relationships with students, parents and other staff members.

\* Title also refers to those working under the Teacher of the Handicapped Certificate.

### **PERFORMANCE RESPONSIBILITIES:**

1. Works to achieve Common Core State Standards, New Jersey State Core Curriculum Content Standards and district educational goals and objectives by promoting active learning and skills development in the classroom. Teaches pupils through an approved course of study using board-adopted curricula and policies, textbooks and other appropriate learning activities.
2. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.

**PERFORMANCE RESPONSIBILITIES (CONTINUED):**

3. Sets specific objectives in lesson preparation and weekly lesson plans and carries through presentations to effectively achieve objectives.
4. Monitors and assesses pupil academic progress and personal growth toward stated objectives of instruction.
5. Maintains accurate records of pupil's educational progress in formats as approved by the board and summarizes these records for reporting purposes.
6. Identifies pupil needs and collaborates with other professional staff members in assessing learning problems and developing strategies to promote academic, social and emotional progress.
7. Establishes a culture for learning by creating an environment of respect and rapport.
8. Promotes an environment that provides for pupil safety and security. This includes but is not limited to establishing classroom procedures, managing student behavior and organizing physical space.
9. Utilizes professional and preparation time effectively.
10. Communicates with parents through conferences, web-based technologies, and other means to inform them about the school program and to discuss pupil progress.
11. Uses instructional strategies to engage students in active learning and in promoting critical thinking skills.
12. Plans class activities and lesson presentations that are age-appropriate for the class as well as meet the individual needs, interests and ability levels of all pupils, including those set forth in a student's IEP or other specialized instructional plans.
13. Grows and develops professionally by reflecting on teaching, participating in relevant in-service activities and other professional growth opportunities.
14. Contributes to the school and district by participating in school and district level planning, faculty meetings, committees and other system-wide groups.
15. Demonstrates and makes effective use of district and community resources to enhance the instructional program.
16. Utilizes meaningful and appropriate educational technologies to deliver, support and assess instructional objectives.

**PERFORMANCE RESPONSIBILITIES (CONTINUED):**

17. Works collaboratively with other teachers, child study team, related service providers and support staff, to monitor the progress of students as well as meet the instructional, social and emotional needs of students with varying abilities and diverse learning styles.
18. Employs a variety of instructional techniques and integrates instructional media, where possible, to meet students' needs.
19. Upholds and enforces school rules, administrative regulations and board policy.
20. Meets at least once annually with the case manager, parents, and other professional staff to review and revise the individualized education program and placement of each assigned pupil.
21. Participates in the development of the district's plan for special education.
22. Performs other duties within the scope of his/her employment and certification as may be assigned by the Supervisor of Special Services and building administrator.

**In addition, TEACHERS OF STUDENTS WITH AUTISM:**

23. Must possess knowledge of and demonstrate competence in the theory and application of Applied Behavior Analysis.
24. Must possess knowledge of and demonstrate an understanding of the Assessment of Basic Language Learning Skills and its relevant curriculum.
25. Must possess knowledge of and demonstrate skill in data collection and graphing, including interpretation of same, as well as in crisis intervention management.
26. Must possess and demonstrate leadership skills to effectively manage staff in a classroom of students with autism.

**TERMS OF EMPLOYMENT:**

This is a ten month position with compensation being determined in accordance with the appropriate negotiated agreement.

**EVALUATION:**

Performance of this job will be evaluated annually in accordance with state law and the provisions of the board's policy on evaluation.

**APPROVED:**

September 27, 2012