

JOB TITLE: Resource Room Teacher (Special Education)

REPORTS TO: Principal

EMPLOYED BY: Sanga Consulting, Inc.

QUALIFICATIONS:

- A minimum of a Bachelor's degree from an accredited four-year college or university
- Appropriate grade-level Teacher Certification with a Special education Endorsement is required; except as otherwise provided by law, the Academy shall use certificated Teachers according to state board rule
- Proficiency as it relates to special education rules, guidelines, and procedures
- Demonstrated commitment to young people's learning success and achievement
- Demonstrated strong consultation skills for supporting an effective special education program
- Evidence of successful experience in student and parent relations
- Submit to a criminal background check and be found without record.

JOB DESCRIPTION:

The Resource Room Teacher job is responsible for providing students with appropriate learning activities and experiences in core academic subject areas that are designed to fulfill the maximum potential for academic/behavioral growth. Resource Room Teachers in this role are expected to facilitate the special education process, conduct identified testing/observations, and complete necessary paperwork in a timely fashion. Additionally, the Resource Room Teacher works in collaboration with identified other stakeholders (parents, Teachers, etc.) to ensure effective communication and participation.

PERFORMANCE RESPONSIBILITIES:

Instructional Planning and Delivery

- Plans a program of activities that meets the individual needs, interests, and abilities of students with special needs
- Schedules, attends, and conducts Multidisciplinary Evaluation Team ("MET") and Individualized Educational Program Team ("IEPT") meetings within required timelines
- Analyzes performance data in order to provide targeted instruction based on students' individual needs
- Develops and implements learning activities that fulfill the requirements of the district's curriculum program, reflect accommodations based in the Individualized Education Program ("IEP") and show written evidence of preparation as required
- Presents subject matter according to the guidelines established by the Michigan Department of Education, Academy Board policies, and administrative regulations
- Works in collaboration with general education Teachers to modify curricula as needed for students with special needs as identified in the IEP
- Coordinates with other special education services providers (speech, OT, Psych) for testing, planning, and servicing needs
- Utilizes technology to strengthen the teaching/learning process

Monitoring Student Progress and Potential

- Conducts ongoing assessments of student achievement through formal and informal testing, as determined by the student's IEP
- Provides student progress reports quarterly
- Supports the mission of the school by serving as a positive role model for students

Classroom Management and Organization

- Creates a classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students
- Manages student behavior in accordance with the Student Code of Conduct and student handbook
- Takes all necessary and reasonable precautions to protect students, equipment, materials and facilities

Other Duties

- Uses effective communication skills to present information accurately and clearly to students, parents, and staff
- Maintains a professional relationship with colleagues, students, parents and community members
- Participates in staff development activities that improve job-related skills and professional growth
- Keeps informed of and complies with state and district policies for Special Education
- Compiles, maintains, and files all reports and other required documents
- Attends and participates in faculty meetings and serves on professional learning communities ("PLCs"), as required
- Demonstrates the following core values: integrity, high expectations, commitment, respect, dedication to teamwork and passion for a student-centered environment
- Daily attendance and punctuality at work are essential functions of the job