

GALT JOINT UNION ELEMENTARY SCHOOL DISTRICT

JOB TITLE: EDUCATIONAL SPECIALIST

DESCRIPTION OF BASIC RESPONSIBILITIES:

CLASS: MILD/MODERATE

Under the direction of a site administrator and the Director-Special Education, provide instruction, assessment and program planning to students with exceptional needs identified with a primary disability including but not limited to: of specific learning disabilities, autism, mild/moderate intellectual disability, other health impairment, and emotional disturbance.

CLASS: MODERATE/SEVERE

Under the direction of a site administrator and the Director-Special Education, provide instruction, assessment and program planning to students with exceptional needs identified with a primary disability including but not limited to: autism, deaf-blindness, moderate to severe intellectual disability, multiple disabilities, and emotional disturbance.

SUPERVISOR: Site Principal or Principal's Designee

ESSENTIAL JOB FUNCTIONS:

- Instructs students with individualized special needs for the purpose of developing appropriate academic, interpersonal and daily living skills through a defined course of study.
- Prepares teaching materials and reports (e.g. grades, attendance, anecdotal records, etc.) for the purpose of implementing lesson plans and providing documentation of teacher and student progress.
- Accesses student's social needs and academic needs for the purpose of evaluating placement and success of the program.
- Collaborates with school personnel and community agencies (e.g. social service agencies, caretakers, etc.) for the purpose of developing and modifying the program to maximize the quality of student outcomes, developing solutions and planning curriculum.
- Directs and collaborates with instructional assistants for the purpose of providing an effective school program and addressing the needs of individual students.
- Manages student behavior for the purpose of providing a safe and an optimal learning environment; develop behavior support plans.
- Receives and responds to referrals; provides screening and academic assessment for special education students referred by the MTSS team and other referring groups; interpret assessment results for team members.
- Administers medication, First Aid and/or health care requirements as may be required for the purpose of providing specialized treatment and/or monitoring medical conditions of students.
- Assists with assuring compliance with Federal, State and SELPA regulations regarding special education procedures, eligibility and services to students

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Skills to motivate students, communicate with individuals from varied educational and cultural backgrounds, direct support personnel, evaluate performance, address student health care needs.
- Knowledge of appropriate Special Education category (learning, severely, communication, visually and/or physically handicapped), age appropriate teaching methods, state curriculum framework, education code.
- Abilities to stand and walk for prolonged periods, perform a variety of specialized and responsible tasks, maintain records, establish and maintain cooperative working relationships with students, parents, and other school personnel, and meet scheduling deadlines.
- Significant physical abilities include lifting/carrying, and near/far visual acuity/depth perception/color vision/field of vision.
- Applicable laws, codes, regulations, policies and procedures including child find guidance principles and practices. Current trends and research concerning the growth and development of children.

ABILITY TO:

- Adapt plans to meet different needs, learning
- Create an instructional program and a class environment favorable to learning and personal growth.
- Motivate students to develop skills, attitudes and knowledge needed to experience success.
- Display the daily use of good judgment in making decisions.
- Maintain professional relationships with students, families, colleagues and support staff.
- Maintain consistent, punctual and regular attendance.

EDUCATION, LICENSES AND OTHER REQUIREMENTS:

Valid California Teaching Credential - appropriate for speciality area of Special Education
Hold appropriate certification for teaching English Language Learners

WORK ENVIRONMENT:

Classroom or outdoor learning environment. Assignments may be full-time, part-time or temporary. Work year follows a traditional school calendar.