

SPECIAL EDUCATION TEACHER

Resource Specialist

BASIC FUNCTION:

The special education program is under the direction of the Director of Pupil Personnel Services and the principals of various school sites. Must be able to modify the core curriculum, consult with regular education staff, and provide individualized materials.

ESSENTIAL JOB FUNCTIONS:

Provide instruction and services for pupils whose needs have been identified in an individualized education program developed by the individualized education program team and who are assigned to regular classroom teachers for a majority of a school day.

Provide information and assistance to individuals with exceptional needs and to their parents.

Provide consultation, resource information, and material regarding individuals with exceptional needs to their parents and to regular staff members.

Coordinate special education services with the regular school programs for each individual with exceptional needs enrolled in the resource specialist program.

Monitor pupil progress on a regular basis, participate in the review and revision of individualized education programs, as appropriate, and refer pupils who do not demonstrate appropriate progress to the individualized education program team.

Emphasize, at the secondary school level, academic achievement, career and vocational development, and preparation for adult life.

Provide modified materials and techniques for regular education staff and special education students.

Coordinate resources for the special education student.

Participate in the multi disciplinary assessment of students for initial placement into special education and triennial reviews.

Implement the student's IEP.

Develop Individual Transition Plans (ITP) when appropriate.

Develop linguistically appropriate goals and objectives when appropriate.

Work within compliance mandates. Provide staff development when requested.

Communicate and work with parents.

Provide resource materials to parents and staff.

OTHER FUNCTIONS:

Perform related duties as assigned.

KNOWLEDGE AND ABILITY TO:

Modify curriculum.

Communicate effectively orally and in writing with school staff and the parent.

Maintain appropriate documentation.

Evaluate academic progress.

Adhere to goals and objectives identified in the IEP.

Incorporated within one or more of the previously mentioned performance responsibilities, which are essential functions of this job description, are the following essential physical requirements:

Ability to work at a desk and in meetings of various configurations.

Ability to read printed matter and computer screens.

Ability to communicate so others will be able to clearly understand a normal conversation.

Ability to understand speech at normal levels.

Ability to bend, twist, stoop and reach.

Ability to drive a personal vehicle to conduct business.

Ability to push, pull and transport instructional materials.

CREDENTIAL:

Must possess a valid California teaching credential authorizing service as a Resource Specialist.

Must possess an authorization to teach English language learners.

Must possess a valid California driver's license.