

Job title	<i>Special Education Teacher</i>
Reports to	<i>Director of Special Education</i>

Job purpose

The Special Education Teacher is responsible for planning, organizing and implementing an appropriate instructional program based on a scholar’s Individualized Education Plan that guides and encourages students to develop and achieve their academic potential. He/she is also responsible for creating and ensuring the execution of Individualized Educated Plans and meeting the deadlines outlined in Indiana IIEP to reflect compliance with IDEA and Article 7. The Special Education teacher may work with small groups or co-teach alongside a classroom teacher. He/She is also responsible to ensure all compliance documents, timelines and responsibilities are properly executed and documented within the building.

Duties and Responsibilities

INSTRUCTIONAL PROFICIENCY

- Licensed in the content area/grade level he/she will be teaching and holds the appropriate endorsements or is working toward licensure.
- Able to differentiate instruction on a variety of levels to meet the needs of all learners.
- Implements required curricula and engaging activities to meet academic standards.
- Participates in collaborative grade-level activities and professional development.
- Is accountable for students’ mastery of academic standards.

CULTURAL COMPETENCY

- High expectations for ALL students regardless of race, ethnicity, socio-economic background or language barrier.
- Trained in or willing to be trained in and implement culturally relevant pedagogy.
- Is able to provide and execute culturally relevant lessons.
- Conveys ideas and information clearly to students and families.

DATA PROFICIENCY

- Integrates Research-Based Pedagogy to increase student achievement.
- Is a risk-taker who is willing to try new and innovative approaches to teaching in addition to effective practices that has been implemented for years.
- Is results oriented; Is able to analyze, understand and organize data to drive instruction.
- Embraces challenge and is open to developing various approaches to achieving effective outcomes/high growth for all ability levels.
- Designs and implements assessments that measure progress towards academic standards.

COMMUNITY ENGAGEMENT

- Able to respectfully and effectively communicate with parents and surrounding community while maintaining necessary position.
- Willing to develop and maintain positive rapport with families and community members that extends beyond contract hours. Eager to participate/lead extra-curriculars and school-wide functions such as clubs, athletics, community service etc.
- Is motivated and open to developing and initiating interactions/events to build on community investment of the school’s mission.

Other Functions

- Performs other related duties, as assigned, for the purpose of ensuring an efficient and effective work environment.

Qualifications & Skills

- Belief in and alignment with Ignite’s core beliefs and educational philosophy.
- Bachelor’s degree
- Preferred experience in an urban public school or charter school setting.
- Valid Indiana State Teacher Certification in Special Education

Physical requirements

Must have ability to sit and/or stand for extended periods of time and capable of bending and lifting light to minimally heavy objects.

Approved by:	
Date approved:	
Reviewed:	