Public Schools of Petoskey

Every Opportunity.

POSITION: Special Education Teacher

QUALIFICATIONS:

1. Bachelor's degree or higher
2. Endorsement in at least one area of special education preferred

SUPERVISOR: Building Administrator

PERFORMANCE RESPONSIBILITIES:

1. Develop compliant Individualized Education Programs (IEPs) that promote measurable student growth
2. Implement IEPs, assess students' performance, and track individual student progress
3. Update IEPs throughout the school year to reflect students' progress and goals
4. Assess students' skills to determine their individual needs to develop IEPs and lessons
5. Plan, organize, and assign activities that support growth towards students IEPs
6. Deliver instruction based upon differentiated curricular needs
7. Develop and analyze effectiveness of positive behavior intervention and support plans representative of the student's communication, social skill, and sensory needs
8. Teach and mentor students as a class, in small groups, and one-on-one settings
9. Use formative assessment to adjust and modify instruction
10. Analyze progress reports to determine instructional effectiveness
11. Supervise and mentor teacher assistants who work within the classroom to support students with disabilities
12. Effectively communicate student progress, in oral and written formats, with school, parent and agency partners
13. Provide opportunity to enhance partnerships with school and agency personnel
14. Participate in meetings, workshops, and seminars for the purpose of conveying and/or gathering information required of position
15. Predictable, reliable, and punctual attendance
16. Utilize Adaptive Schools concepts and strategies to engage students and adults
17. Other responsibilities as assigned at the direction of the Principal

TERMS OF EMPLOYMENT:

School year as defined in the written agreement between the Petoskey Board of Education and the Petoskey Education Association.

EVALUATION:

Performance will be evaluated in accordance with the policy of the Board of Education and the Master Agreement between the Petoskey Board of Education and the Petoskey Education Association.

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