

**RSP Teacher, Mild/Moderate  
Special Education**

**Reports to:** Director of Special Education

**Classification:** Certificated

**Contract Days:** 185

**Salary:** Placement on Certificated Teacher Salary Schedule

**JOB FUNCTION**

Under the direction of the Special Education Director. The Special Education Teacher, Mild/Moderate will provide instruction, assessment and program planning for special education students with mild to moderate disabilities. The teacher is responsible for monitoring and evaluating student progress and behavior; researching, obtaining and providing instructional materials for special education services; serve as an informational resource for students, parents, District personnel and community organizations; working within a pull-out/push-in environment or within a self-contained classroom.

**QUALIFICATIONS:**

**Experience:** Teacher Leader, supplemental position

**Education:**

- Bachelors or Masters degree
- Hold valid California Mild/Moderate Disabilities or Specialist Instruction/Special Education/Learning Handicapped Credential or equivalent
- CLAD/BCLAD or EL Authorization
- Two or more years working with students with special needs, preferred.

**Skills:** Demonstrated ability to work effectively with people.

**Job Responsibilities:**

- Provide instruction, assessment and program planning for special education students with primary learning disabilities, mild to moderate intellectual disabilities, other health impaired, autism, and/or serious emotional disturbances; participate in preparing Individual Education Plan (IEP) goals and objectives for eligible students; suggest alternate resources, programs or interventions for ineligible students.
- Monitor and evaluate progress and behavior of eligible special education

- students; prepare progress reports and report card grades as appropriate.
- Research, obtain and provide instructional materials for special education services.
  - Instruct students with Individual Education Plans for the purpose of developing appropriate academic and interpersonal skills including but not limited to conflict resolution, hygiene, safety and appropriate everyday social skills.
  - Serve as an informational resource for students, parents, District personnel and community organizations; respond to inquiries and provide information, recommendations and interpretation of student records.
  - Prepare and maintain a variety of records and reports related to assigned activities and student progress and behavior; retrieve official records for parents and District/County personnel as requested.
  - Coordinate and conduct various team meetings and implement team recommendations as assigned.
  - Collaborate with resource and support personnel, general education personnel and administrators regarding the development and implementation of student instructional plans and services.
  - Train in and apply updated techniques for technology use in classroom instruction.
  - Support and provide work direction and guidance to assigned personnel; organize and conduct in-services for staff as directed.
  - May be responsible for assisting students who have toileting and hygiene needs.
  - Participate in Student Success Team meetings and follow up plans as needed.
  - Interpret assessment results for team members; assist with writing behavior support plans.
  - Perform related duties as assigned.

#### **KNOWLEDGE OF**

- Basic subjects taught in District schools including mathematics, reading, writing, language arts and spelling.
- Child guidance principles and practices related to children with special education needs.
- Classroom procedures and appropriate student conduct.
- Applicable laws, codes, regulations, policies and procedures.
- Research methods, record keeping and report writing techniques.

#### **ABILITY TO**

- Monitor and evaluate student progress and behavior.
- Research, obtain and provide instructional materials for special education services.
- Serve as an informational resource for students, parents, District/County personnel and community organizations.
- Understand and relate to students with special needs.

- Follow County organization, operations, policies and procedures.
- Follow department and program procedures and goals.
- Interpret, apply and explain policies, procedures, rules and regulations.
- Communicate effectively in writing.
- Demonstrate effective communication skills.
- Demonstrate interpersonal skills using tact, patience and courtesy.
- Establish and maintain cooperative and effective working relationships with others.
- Analyze situations accurately and adopt an effective course of action.
- Prioritize and schedule work.
- Maintain records and prepare reports.
- Collaborate effectively with colleagues.
- When necessary, diapering, toileting, and any related services be provided to student.

### **PHYSICAL REQUIREMENTS**

- To work at desk, conference table or in meetings of various configurations.
- To stand and circulate for extended periods of time.
- To see for purposes of reading laws and codes, rules and policies and other printed materials and observing students.
- Continuous use of hand-eye coordination and manipulation of large and small objects.
- Frequent standing, walking and sitting.
- Frequent lifting of objects weighing up to fifty (50) pounds.
- Occasional bending, twisting, reaching and stretching.
- Occasional climbing, kneeling, crouching and squatting.
- Occasional exposure to varying weather conditions such as heat or cold.
- Occasional exposure to blood-borne pathogens and body fluids from injured or ill students.
- Rare exposure to toxic chemicals (duplicating fluid, cleaning supplies, etc.)
- The ability to hear and understand speech at close proximity (up to five feet) and at a distance (up to twenty feet); clarity of vision at varying distances; and verbal and written communication in an articulate manner.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

**NOTE:** This list of essential functions and physical requirements is not exhaustive and

may be supplemented as necessary in accordance with the requirements of the job.

**Adopted: May 13, 2021**