



Job Title: **Special Education Teacher Specialist**

Department: **Special Education**

Supervisor: **Director of Special Education**

Lane Placement: **Licensed Salary Schedule**

Schedule: **8 hrs / 242 days**      Evaluation Group: **JPAS**

FLSA Classification: **Exempt**

## **JOB DESCRIPTION**

The Special Education Teacher Specialists provide support and expertise to teachers, administrators, and parents regarding the implementation of IDEA, best instructional practices, research based curriculum, interventions, assessment, and crisis management. They are available to problem-solve, mentor, attend complex IEPs, and to bridge communication from stake holders to with the district special education office. Multiple positions are available, each with an area of focus.

## **ESSENTIAL FUNCTIONS**

- Provide professional development and coaching to teachers and related service providers.
- Ensure compliance with IDEA policies and procedures.
- Consult with teachers and administrators.
- Bridge communication between teachers, parents, agencies, and district administration.
- Assist in developing and providing training to para-educators.
- Provide expertise in instructional strategies, behavioral strategies, and/or reading and math curriculum.
- Advocate for special education teachers and the rights of students with disabilities.
- Review requests and assist in placing students to comply with the principle of the least restrictive environment.
- Completes other tasks at the direction of the district administrator.
- Expertise in one or more of the following areas:
  - Behavior assessments and interventions;
  - Strategies for students with autism;
  - Research based reading instruction and curriculum;
  - Research based math instruction and curriculum;
  - Teacher mentoring and induction;
  - Transition;
  - Goalview management and technology.
- Knowledge of IDEA regulations.
- Ability to organize and attend to detail.
- Ability to collaborate and mentor.
- Superb interpersonal skills.
- Predictable and reliable attendance.

During times of state or district emergency, all employees may be required to perform additional duties that are not required on a normal basis in support of educational and operational priorities. e.g. Performs general cleaning and sanitizing of work areas, provides remote assistance to students and staff, and any other reasonable duty as needed.

### **NON-ESSENTIAL FUNCTIONS**

- Other duties as assigned.

- This description should not be construed to contain every function/responsibility that may be required to be performed by an employee assigned to this position.
- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- The requirements listed below are representative of the education, knowledge and experience requirements; the machines, tools and equipment used; background; and any licenses or certifications required.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

### **QUALIFICATION REQUIREMENTS**

- Incumbent must be fingerprinted and clear a criminal backgrounds check.
- Requires a valid Professional Educator License in the State of Utah in Special Education or a related field.
- A minimum of three years special education or related services experience in public schools.

**NOTE: The Administration reserves the right to require specific training for this position. However, depending upon the type and quality of prior work experience and availability of formal training programs, some exchanges can be made between training and experience.**

### **PHYSICAL REQUIREMENTS---Not limited to the following:**

- Physical ability to perform the essential functions listed above with or without reasonable accommodation.
- Requires the ability to lift a minimum of ten (10) pounds.
- Possess the physical, mental, and emotional stability to work under stressful conditions, including but not limited to: deadlines, contract requirements, inspection requirements, and interaction with critical personnel.

**Note:** *This list of essential and marginal functions and of physical requirements is not exhaustive and may be supplemented in accordance with the requirements of the job.*

All employees are required to participate in the District evaluation process.  
It is the employee's responsibility to review and adhere to all district policies and procedures.  
This information may be reviewed at [www.canyonsdistrict.org](http://www.canyonsdistrict.org)

ADA \_\_\_\_\_

HR \_\_\_\_\_

Effective date: 6/10/2020