

SPECIAL EDUCATION TEACHER  
Ketchikan Gateway Borough School District  
Ketchikan, Alaska

QUALIFICATIONS:

1. Bachelor's Degree with statement of institutional recommendation for teaching field/endorsement in area assigned preferred.
2. State of Alaska teacher certification - Type A.
3. Six (6) hours recency credit in last five (5) years.

REPORTS TO:

Principal/Director of Special Services

SUPERVISES:

None

JOB GOAL:

To lead exceptional students toward the fulfillment of their potential for intellectual, physical, emotional, and psychological growth and maturation.

PERFORMANCE RESPONSIBILITIES:

1. Plans, implements, monitors, and evaluates individual student Special Education Programs that, as much as possible, meet the individual needs, interests, and abilities of exceptional students.
2. Serves as case manager for all students assigned to caseload within area of disabilities.
3. Employs a variety of instructional techniques and instructional media, consistent with the physical limitation of the location provided and the needs and capabilities of the exceptional students involved.
4. Performs diagnostic educational assessments of exceptional children on a regular basis and maintains such records as required by law and by District policy.
5. Works closely with staff members, parents, and other interested members of the communities in planning and providing services to exceptional children.
6. Serves as a consultant or resource person to all other individuals who provide services to the student providing ongoing collaboration as necessary.
7. Assists in determining and evaluating educational goals consistent with District philosophy and strives to implement those goals by instruction and action.
8. Cooperates with other members of the staff in planning instructional goals, objectives, and methods, and the development of District curriculum.

9. Works to establish and maintain open lines of communication with exceptional students and their parents concerning both the broad academic and behavioral progress of students.
10. Participates in multi-disciplinary meetings and case conference meetings as the student's teacher.
11. Assists in the selection of books, equipment, and other instructional materials.
12. Trains teachers and aides as needed to meet the needs of exceptional children in their classrooms.
13. Attends and participates in faculty meetings.
14. Strives to achieve professional growth through an ongoing program designed to supplement and enhance teacher ability.
15. Other duties as assigned.