

# **Sacramento County Office of Education Job Description**

## **Classification Title: Teacher, Infant Development**

### **DEFINITION**

Under the direction of the Administrator serves as a member of a transdisciplinary team to assess, identify needs, and plan home intervention activities for children with developmental disabilities or delays, birth to three years of age, and provides services to families. Performs other duties as required.

### **DIRECTLY RESPONSIBLE TO**

Appropriate Administrator

### **SUPERVISION OVER**

Instructional support staff: trains, assigns work and provides input into performance evaluation process.

### **DUTIES AND RESPONSIBILITIES**

(Any one position may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found in positions within this classification.)

As a member of a regional team, designs and implements parent education and support groups; assesses and prescribes individual home intervention program; trains Infant Educators and supports their interaction with the child and parent in the home and group setting; trains parents in understanding of disability impact, child development and intervention activities through home visitation; synthesizes input from team members, and maintains an ongoing profile of each child; attends meetings; prepares for child's entry into appropriate educational placement upon transition from program; works cooperatively with community agencies in coordination and delivery of services.

#### **Individualized Family Service Plan (IFSP)**

Assesses and evaluates the child's abilities and needs with parents; assists family in identifying the parents' concerns, priorities and resources; attends and serves as a member of the IFSP team to determine eligibility of student for program; provides ongoing assessment of child's progress and IFSP outcomes; submits necessary reports for IFSP.

#### **Instruction**

As a member of a regional team, designs and implements parent activities, parent education groups, home visits, and an individualized program for each child and family; uses strategies to adapt the environment, and toys to optimize the child's ability to interact; assists family members in understanding the impact of the child's disability in learning, communication and caregiver/child interaction.

#### **Interpersonal Relations/Communications**

Maintains cooperative working relationships with parents, staff, and other school district personnel; serves as a resource/liaison with other agencies and other community services; maintains effective and timely written and oral communication with parents, staff, other school personnel, and community agencies; attends various school related meetings.

#### **Training/Consultation**

Provides parent education related to student's needs; trains paraprofessionals assigned to class; provides inservice training/consultation to staff and school district personnel; participates in staff development activities.

### **MINIMUM QUALIFICATIONS**

#### **Education and Experience**

Possession of a valid California teaching credential authorizing Early Childhood Special Education; successful experience working with young children having developmental disabilities or delays and providing staff and parent training.

**Knowledge of:**

Specialized teaching strategies, instructional materials, and assessment methods suitable for use with children under three years of age; family dynamics, counseling and interview techniques, observation and data collection procedures, and interpersonal and group communication strategies; typical and atypical child development and major developmental theories; California Early Start programs and services for infants and toddlers with disabilities; community resources.

**Skill and Ability to:**

Develop intervention programs as a member of a transdisciplinary team; assess student needs, develop instructional materials and strategies appropriate to student and family needs and monitor progress; establish, maintain and foster positive working relationships and interact cooperatively and effectively with those contacted in the course of work; coordinate and collaborate with other team members; communicate clearly and concisely, both orally and in writing; utilize various software programs and databases to maintain student data and other records.

**Other Characteristics**

Possession of a valid California driver's license and be able to provide own transportation in conduct of work assignments (mileage reimbursed).

9/2019