

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

## **Classification Title: Itinerant Special Education Teacher**

### **DEFINITION**

Under general supervision, plans and provides individual and group instruction to students with exceptional needs in various programs, sites and settings. Specific work assignment varies to meet program and student needs. Primary assignment serves students in the juvenile court school setting. Performs related duties as required.

### **DIRECTLY RESPONSIBLE TO**

Appropriate Administrator

### **SUPERVISION OVER**

Trains and assigns the work of instructional support staff 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.)

#### **Individualized Education Program Progress**

Conducts assessment/evaluation of student abilities and needs; attends and serves as a member of the Individual Education Plan (IEP) Team to determine eligibility of students for program; assists in the development of IEP instructional goals/objectives; assists in identifying other related services for the student; reassesses/evaluates student progress and submits reports in a timely manner to coincide with IEP review meetings.

#### **Instruction**

Establishes instructional/learning environment for students to reinforce appropriate pupil behavior; develops, adapts/modifies and sequences a variety of instructional activities to meet the students' individual goals/objectives which are based on the student's IEP; provides academic instruction to students based on state adopted SCOE Board adopted curriculum; monitors/charts behavioral and instructional progress for the students; establishes/maintains behavioral management system for students; establishes a varied environment which accommodates the differing ways that children learn; maintains records and reports regarding pupil progress in a timely manner.

#### **Itinerant and Substitute Services**

As an itinerant teacher this position serves classrooms situated throughout Sacramento County. May provide direct instruction to students in the areas of academics, fine and gross motor skills, ambulation and mobility, vocation and career development; communication skills; social and recreation/leisure skills; and independent and transition to adult living.

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

Maintains cooperative working relationships with parents and through continuous collaboration with staff, other school district personnel and other community service agencies; maintains effective and timely written and oral communication with parents, staff, other school personnel, and community agencies; conducts yearly interviews with parents/care providers to obtain pertinent information in relation to student program planning; attends various school related meetings.

### **MINIMUM QUALIFICATIONS**

#### **Education, Training, and Experience**

Possession of a valid California special education credential authorizing the teaching of students with disabilities designated as mild/moderate; appropriate certification for teaching English Language Learners; evidence of compliance under No Child Left Behind (NCLB). Preference will be given to individuals with

classroom experience in working directly with students exhibiting a variety of special education disabilities.

**Knowledge of:**

Assessment methods, techniques and tools for special education students; principles and methods of developing an instructional and behavioral management system; de-escalating strategies and interventions; methods for teaching academic subjects.

**Skills and Ability to:**

Assist students in developing age-appropriate social skills and behaviors relating to peers and adults; design and implement an IEP; deliver instruction using approved curriculum aligned with state standards; assess student performance and monitor progress; develop instructional materials and strategies appropriate to student needs; implement an instructional and behavioral management system; work with and/or learn adaptive equipment; willingness to be trained in specialized health care procedures and equipment; as the needs of students dictate, to perform cardiopulmonary resuscitation and first aid; direct and collaborate with Para-educators; prepare reports (e.g. attendance records, student evaluations, credit and grading systems); utilize various software programs and databases to maintain student data and other records; maintain a classroom environment which is conducive to learning; perform related duties as assigned.

**Other Characteristics**

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

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