

# HARRISONVILLE R-IX SCHOOL DISTRICT

**Position title: Early Childhood Special Education (ECSE) Teacher**

## Education Requirements

- Bachelor's Degree
- Teacher Certification in Early Childhood Special Education B-3 by the State of Missouri

## Knowledge/Skills Requirements

- A thorough understanding of developmental needs of students.
- Working knowledge of special education law and mandates established by the local and state plan.
- Capacity to make thoughtful decisions based on facts, data, knowledge and insight, and the courage to stand by the results.
- Strong communication skills to collaborate with students, general education teachers, and parents when developing an appropriate Individual Education Plan.
- Understanding of research based methods and strategies to assist children with disabilities.
- Working knowledge of the general education curriculum and adapt or modify content accordingly to meet the needs of individual students.
- Ethical and professional attitude toward colleagues and the policies of the district.
- Identify needs and abilities of students and adapt instructional methods accordingly.

## Position Details

<b>Salary Schedule</b>	<b>Employed for a period of</b>	<b>Evaluation Process</b>	<b>Reports to</b>
Certified Staff Exempt	183 days (new teachers 185 days) as set by the school calendar	Reviewed annually and recommended for reemployment determined by April 15	Building Administrator

- Regular, consistent attendance expected
- Leave policies, and fringe benefits as stated in Board policies
- Dress professionally and in a manner that will not interfere with the educational environment.

## Responsibilities and Expectations

- Provide students ages 3-5 with appropriate educational experiences to promote intellectual, emotional, physical and social growth.
- Become familiar with and follow Board policies, regulations and administrative procedures.
- Responsible for the safety, conduct and instruction of students. Each student is to be under assigned adult supervision at all times during the school day and during any school activity. Except in an emergency, no employee will leave an assigned student or group of students unsupervised.
- Lead meetings for the development of Individual Education Plans, assist in the evaluation process and adhere to all timelines.
- Co-teach, collaborate, and consult with general educators to ensure that students are educated in the Least Restrictive Environment.
- Participate in the total educational program of the school and exhibit interest in student activities both inside and outside the classroom
- Available for consultation with students, parents, and other personnel before and after regular school hours
- Handle requests, misunderstandings or difficulties through proper administrative channels.
- Accept criticism calmly and with dignity without adopting a defensive attitude.
- Maintain appropriate order and discipline in the classroom.
- Maintain knowledge and skill in teaching methodology, subject matter and contemporary educational approaches.
- Maintain accurate records for student reporting (grades, attendance, IEP, etc).
- Take proper care of school facilities and equipment to prevent abuse and misuse.
- Attend regular and special meetings as required by administration.
- Maintain communication and a cooperative working relationship with all district staff.
- Provide consistent communication and provide frequent feedback to students and parents regarding student performance.
- Perform additional tasks and responsibilities as assigned by the Administrator.

