



North Slope Borough School District

Vacancy Information

Location/Site: Eben Hopson Middle School - Utqiagvik, AK

Posted Date:

04/04/25

Closing Date: Until Filled

This position may be required to complete a pre-employment physical examination and drug screening.

Job Description Information

Position:	Teacher – Special Education		
Reports to:	Principal	Supervisory:	As Assigned
Classification:	Certified	Safety Sensitive:	No
Range:	B - M+36	Grade Minimum:	\$64,723 - \$91,983
Work Year:	191	FLSA Exempt:	Yes

Revised 01/22

Summary or Purpose

Under the direction of the school principal and/or assistant principal, the Special Education teacher is responsible for the implementation of research-based instructional strategies that direct the learning process and achievement of assigned students by developing, nurturing, and sustaining a school and classroom culture conducive to student learning.

All instruction provided for students will be individualized. This means that differences in individual learning style, rate of learning, level of maturation, and level of achievement will provide the basis for instructional decision-making. To respond to these differences, it is expected that teachers will vary materials, rate of instruction, and methodology and these modifications will be based upon frequent assessment. The Special education teacher is expected to serve all disabilities and gifted and talented in all grades including preschool utilizing a variety of support services and settings.

Minimum Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Bachelor's Degree in education required; Master's Degree preferred.
- Alaska Teacher Certificate with Special Education endorsement required.
- Three years' experience in education preferred.
- Inupiaq, Language, History & Culture experience preferred.
- Experience with students with intensive needs preferred.
- Experience with student's visual impairment and braille preferred.

Essential Duties and Responsibilities

Strive for harmonious and cooperative interpersonal relationships with students, parents, supervisors, administrators, staff, and community members. Required elements in interpersonal skills include flexibility, openness, warmth, genuineness, supportiveness, ability to listen, acceptance of constructive criticism, and cooperativeness.

Promote and support School District Goals as developed by the Board of Education.

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NSBSD JOB DESCRIPTION

TEACHER – Special Education

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Participate in the activities of educational committees and organizations for the benefit of personal growth and the general promotion of the profession.

Develop an awareness of local culture to provide instruction that is bicultural or multicultural by responding to school district and diverse community interests and needs.

Under the direction of the office of the Director of Student Services, maintain and update the special education program of each special education student, his or her file, and uphold the confidentiality of this information.

Follow federal and state laws, regulations for procedures for referrals, testing, program development, placement, child find activities, and paraprofessional training.

Complete necessary paperwork in compliance with laws and regulations using a web-based system under the supervision of the Director of Students Services.

Coordinate meetings and complete paperwork for diagnostic tests, new referrals, presently placed students, and behavioral incidents. Disseminate and communicate the results to staff, parents, etc., as appropriate.

Plan and conduct all ESER/IEP meetings required for reviewing special education referrals, assessment and the Individual Education Plan/Placement process.

Implement the IEP developed for each student, working with regular education staff members and paraprofessionals for all inclusionary possibilities.

Collaborate and schedule with related service providers, as needed.

Supervise and train special education teacher aide in providing services to students.

Abide by the code of ethics and the professional teaching standards adopted by the Professional Teaching Practice Commission of the State.

Adhere to all District policies and regulations.

Perform such other tasks and assume other responsibilities as the supervisor may assign.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee is regularly required to sit; stand; walk; use hands to finger, handle, or feel objects, tools, controls; and reach with hands and arms. The employee frequently is required to stoop, kneel, crouch, or crawl and talk and hear. The employee is occasionally required to climb or balance.

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– Special Education

The employee must regularly lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Environmental Conditions

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee is regularly required to travel within and outside of the North Slope Borough School District. The employee must be willing and able to fly in small and large commuter planes.

The noise level in the work environment is usually moderate.

This job description is not an employment agreement between the North Slope Borough School District and the employee; and is subject to change by the District as the needs of the District and requirements of the job change.