

FAYETTE COUNTY PUBLIC SCHOOLS

Project SEARCH Teacher Position Description

The Fayette County Public School System does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in any of its employment practices, educational programs, services or activities.

WORK LOCATION:	Hospital Job Site	FLSA STATUS:	Exempt
REPORTS TO:	Executive Director of Exceptional Children's Services	WORK CALENDAR:	190 Days
SALARY:	Salary based on Fayette County Public School System Educator Salary Scale adjusted for days worked	APPROVED (Board):	March 2018
		REVISED:	May 2023; September 2022

SUMMARY: Identify student strengths, interests and abilities related to skills acquisition, job development and placement. Utilize appropriate community support services for training and successful employment. Work with local business and industry to meet employment needs. Establish, foster, facilitate and maintain a safe and secure environment that is conducive to learning.

ESSENTIAL FUNCTIONS:

1. Demonstrate prompt and regular attendance
2. Instruct students based on Individual Education Programs (IEPs) using specially designed instruction
3. Develop and implement lesson plans; identify instructional materials, assess equipment needs to augment instruction; maintain student data; utilize a variety of instructional strategies to improve student access to the general curriculum; and promote positive student behavior
4. Consult and collaborate with parents, agency personnel and other professionals to determine an individualized approach to preferences, skills and abilities, including a Job Development Training Plan
5. Prepare relevant paperwork prior to scheduling and conducting IEP meetings. Ensure compliance with state rules and regulations for IEP development and implementation, timelines, and data collection for students on the caseload
6. Recruit appropriate students with disabilities for Project SEARCH program (ages 18-22, and last year of high school)
7. Coordinate Advisory Committee meetings and with appropriate personnel
8. Participate in IEP and other student development and achievement related conferences with parents, students, agency personnel and other professionals
9. Coordinate job placement opportunities within the host business so that students can participate in a variety of work experiences in order to build marketable, competitive skills and leading to employment
10. Assess, document and prepare reports such as student progress, and attendance, including a Summary of Performance Plan for each exiting student
11. Communicate regularly with parents, business liaison, job coaches, Project SEARCH team members, and other applicable professionals regarding internship placements, student progress and issues
12. Manage the learning environment and ensure the maintenance of an effective physical setting for instruction
13. Assist students with physical needs including but not limited to feeding, toileting, repositioning, transferring catheterization, and mobility, as needed
14. Attend professional learning sessions and/or required conferences
15. Perform other duties as assigned and allowable by intended program

REQUIRED QUALIFICATIONS:

Bachelor's degree from a Professional Standards Commission approved accredited college or university

Valid Professional Standards Commission approved certificate in special education

Ability to work well with students, parents, staff, and the community

Excellent oral, written and interpersonal communication skills

PHYSICAL DEMANDS:

Routine physical activities that are required to fulfill job responsibilities. Ability to exert up to 50 pounds of force occasionally, and/or up to 20 pounds frequently, and/or up to 10 pounds of force constantly to move objects. Ability to lift a student up to a weight of 35 pounds without assistance; ability to perform a two-person lift for students over 35 pounds. Frequent bending, lifting, pushing, pulling, stooping, kneeling, crouching, reaching, handling and repetitive fine motor activities. Prolonged periods of standing, walking and sitting. Vision, hearing and verbal communications are essential functions of this position.

PREFERRED QUALIFICATIONS:

Experience teaching students with disabilities

REQUIRED DUTIES & RESPONSIBILITIES:

The employee must be able to satisfactorily perform each essential function of the position. When appropriate, reasonable accommodations will be provided to afford persons with disabilities an opportunity to perform the essential functions of the position. Employees are expected to attend all required meetings as approved by the supervisor. The employee will adhere to the Georgia Professional Standards Commission's Code of Ethics for Educators, all Fayette County Board of Education policies, administrative regulations, school system procedures, and all other applicable professional performance criteria. Maintenance of criminal history check is required for all employees.