



(1.0) Elementary Special Education Teacher

LOCATION: Student Services Department (specific location to be determined)
REPORTS TO: Director of Student Services
DATE AVAILABLE: 2025-26 School Year
POSTING DATES: April 23, 2025 until qualified candidate is selected

POSITION:

Livonia Public Schools is seeking a highly qualified elementary special education teacher to work in a multiage resource program. This teacher of students eligible for special education services will be able to develop and sustain academic-focused instruction for his/her students. The teacher will identify and implement best practices in instruction and student achievement. The job requires a wide knowledge of intervention and classroom management techniques and the ability to effectively use a variety of teaching methods and materials applicable to the student's disability. It is expected the teacher has the ability to effectively use a variety of teaching methods and materials applicable to students with disabilities.

DISTRICT OVERVIEW:

Livonia Public Schools employs approximately 1,900 staff members, serving approximately 13,300 students pre-K – post secondary. There are 15 elementary schools, 3 middle schools, 3 high schools, 1 career technical center, 1 early childhood center, and 1 vocational and transition center in the school district. The annual budget for Livonia Public Schools is \$175 million, with a state funding of \$9,608 per pupil.

BENEFITS OF WORKING WITH LIVONIA PUBLIC SCHOOLS:

Newly hired public school employees are eligible for a traditional pension and tax-deferred retirement savings accounts with an employer matching contribution. The pension component guarantees you monthly retirement benefit payments over your lifetime once you meet age and service requirements. Additionally, as a new public-school employee, you will be automatically enrolled in a Personal Healthcare Fund (PHF), which is a portable, tax-deferred investment account that can be used to pay for healthcare expenses in retirement. Livonia Public Schools will contribute a dollar-for-dollar match on the first 2% you contribute.

As an employee of Livonia Public Schools, you will be a part of a team working together in a positive work climate and a culture of mutual respect to support the successful education of children. Beyond the satisfaction of knowing you're helping thousands of students grow and learn, you will also have the satisfaction of knowing you are a team member with Livonia Public Schools, which means you will have the following perks of employment available to you:

- Medical insurance, including prescription drug coverage:
 - The district's contribution is the maximum allowed by Michigan law.
 - Family coverage eligibility for employees working 30 hours or more per week.
 - Single coverage eligibility for employees working 20 hours but less than 30 per week.
 - Optional "cash in lieu" of medical insurance for those who qualify.
- Dental, vision, and life insurance:

- The district pays 100% of the premium for all employees.
- Long-term disability coverage:
 - The district pays 100% of the premium for employees working 20 hours or more per week.
- Employee Assistance Program for employees and their eligible family members.
 - Completely confidential, short-term counseling service that utilizes a practical approach toward problem resolution and is available 7 days a week, with no cost to the employee..
- Longevity pay.
- Paid “act of God” days, such as snow days.

Additionally, the children of employees living outside the district’s attendance boundaries are eligible to attend Livonia Public Schools via schools of choice.

MINIMUM QUALIFICATIONS:

The following is a list of minimum qualifications for this position, any one of which may be waived by the Administration in exercising its prerogative to determine qualifications.

- Minimum of a bachelor’s degree in the area of special education
- Valid Michigan Teaching Certificate with endorsement in a special education area
- Applicants who are able to be temporarily approved will be considered if enrolled in a university training program and demonstrates commitment to securing full certification as soon as possible
- A passionate commitment to improving learning for all students
- Demonstrated positive interpersonal relationships
- Skills in individualizing instruction
- Evidence of ability to establish positive working relationships with all stakeholders
- Superior verbal and written communication skills

MAJOR FUNCTIONS AND RESPONSIBILITIES:

- Exhibits a commitment to the District’s Shared Vision and Collective Commitments
- Creates a welcoming and positive classroom climate and culture
- Provides effective individualized instruction that is based on established learning theory and the elements of effective instruction and the student’s IEP
- Uses appropriate motivational and classroom/behavior management for cognitively impaired students
- Communicates progress towards goals and objectives to students, parents, and counselors, as appropriate
- Provides classroom instruction in the following skill areas: essential elements, activities of daily living, social/emotional development, leisure time, personal adjustment, and work skills
- Translates lesson plans into learning experiences so as to best utilize the available time for instruction

- Establishes and maintains standards of student behavior needed to achieve an effective learning atmosphere in the classroom
- Evaluates students' academic and social growth, keeps appropriate records, and prepares necessary documentation to report student growth and achievement
- Integrates the school improvement goals into the classroom
- Maintains student classroom records using current district technology and expectations
- Identifies student needs and collaborates with other professional staff members in assessing and helping students address social, emotional and academic issues
- Follows all District guidelines, protocols and procedures
- Provides appropriate monitoring and evaluation to insure effective instruction
- Implements daily activities consistent with an understanding of the developmental needs of the student
- Initiates and maintains effective parent and community relationships
- Develops understanding of the students' long-term needs and provides specific skill building related to community-based instruction
- Has a working knowledge of current special education teaching methods
- Demonstrates skills necessary to develop a collaborative relationship with local and county consultants
- Develops and provides functional communication systems and assistive technology expertise for students
- Demonstrates ability in the development of behavior plans.
- Participates in all PD required of Student Services staff.
- Executes other duties assumes other responsibilities as assigned by building administrator

CONDITIONS OF EMPLOYMENT:

The work year, salary, and fringe benefits will be consistent with the current agreement between the Board of Education and the Livonia Education Association. **This posting will remain open until qualified candidate is selected.**

APPLICATIONS:

All applicants, including current LPS employees, must complete and submit an application through Applitrack which can be accessed through the Livonia Public Schools webpage. All applicants must also upload a cover letter, professional resume, copies of educational documents (transcripts/certificates), and three current letters of recommendation to their online application.

The Livonia Public Schools School District prohibits unlawful discrimination on the basis of race, color, religion, sex (including sexual orientation, gender identity, and/or transgender status), national origin, age, height, weight, marital status, handicap, or disability in any of its educational programs or activities. The following person has been designated to handle inquiries and grievances regarding discrimination based on race, color, religion, sex (including sexual orientation, gender identity, and/or transgender status), national origin, age, height, weight, and marital status-

Director of Human Resources, 15125 Farmington Road, Livonia, MI 48154 at (734) 744-2566. The following person has been designated to handle inquiries and grievances regarding discrimination based on handicap or disability- Director of Student Services, 15125 Farmington Road, Livonia, MI 48154 at (734) 744-2524.