

Pflugerville Independent School District - Job Description

Job Title/Position:	Teacher, Special Education / Essential Academics or COMM	Department/School:	Assigned Campus
Pay Information:	Teachers Compensation Plan	Supervised By:	Campus Principal
FLSA:	Exempt	Date Revised:	January 2020

Primary Purpose:

Provide students with special education needs appropriate learning activities and experiences designed to help them fulfill their potential for intellectual, emotional, physical, and social growth.

Minimum Qualifications (Experience/Education/Certification):

Bachelor's degree and valid Texas teaching certificate. SAMA certification (can obtain within first year of hire). ESL certification required.

Major Responsibilities:

1. Collaborate with students, parents, and other staff members to develop IEPs through the ARD Committee process for each student assigned; implement instructional, therapeutic, or skill development program for assigned students and show written evidence of preparation as required; plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
2. Implement assistive instructional technologies to support student learning & achievement.
3. Participate in ARD committee meetings; conduct assessment of student abilities learning styles and use results to plan for instructional activities; present subject matter according to guidelines established by IEP.
4. Comply with federal, state, local laws, guidelines and procedures.
5. Work effectively with each student's unique characteristics and recognize their diverse linguistic and culturally diverse needs.
6. Conduct ongoing assessment of student achievement through formal and informal testing; provide or supervise personal care, medical care, and feeding of students as stated in IEP.
7. Create a classroom environment conducive to active and successful student learning and appropriate for the physical, social, and emotional development of students; manage student behavior; consult district and outside people regarding education, social, medical, and personal needs of students.
8. Establish and maintain effective, open communication & confidentiality as needed with students, parents, teachers, and administrators; participate in staff professional development activities.
9. Follow Educator Code of Conduct & all policies, procedures, laws and State/Federal regulations.
10. Perform other duties as assigned.

Special Knowledge/Skills:

- Knowledge of all applicable federal, state, and local laws, guidelines and procedures, including special education
- Knowledge of curriculum and instruction
- Knowledge of subjects assigned, including current research
- Skill in effectively managing a classroom and student behavior
- Skill in communicating effectively with others
- Skill in modifying instruction for various student needs
- Skill in working with various forms of equipment including, but not limited to, assistive technology equipment, personal computers, calculators, and printers
- Skill in working with computer tools, including but not limited to, email, internet, word processing and spreadsheets
- Skill in working in collaborative team-based environments

Supervisory Responsibilities:

May supervise assigned Educational Associates

Working Conditions (Mental Demands/Physical Demands/Environmental Demands):

Maintain emotional control under stress; biological exposure to bacteria and communicable diseases; regular heavy lifting of students; must be able to squat and lift and/or carry at least 50 lbs independently and over 50 lbs with assistance. May need to sit on the floor, kneel, or crawl for various classroom activities; ability to contain students when necessary to ensure safety.

The foregoing statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties, knowledge, skills, and abilities required.

Employee's Signature: _____

Date: _____

Employee's Printed Name: _____