



Avondale Meadows Academy K-5 Special Education Teacher

The ideal candidate for this position will possess the following:

Education/Certification:

- Bachelor's Degree from an accredited four-year educational institution;
- Valid Indiana Special Ed License

As Special Education Teacher you will:

1. Hold all scholars to high standards, as well as modeling these standards themselves.
2. Track scholar data, monitor progress, and adjust instruction to ensure all scholars are receiving the most appropriate and rigorous education possible.
3. Communicate scholars' academic and behavioral progress to families regularly and log communication
4. Execute the key aspects of balanced literacy within the classroom; and infuse college preparation and literacy into daily lessons within their specific subject, whether that is through reading, writing, or discussion.
5. Implement effective instructional strategies learned in professional development within lessons
6. Attend, be prepared for, and participate in weekly coaching meetings
7. Prepare for and participate in RTI meetings when scheduled
8. Continuously work toward improving their instructional skills according to the TAP instructional rubric
9. Participate in TAP's instructionally focused accountability system, being evaluated 3 times each year
10. Provide direct services to the student, including:
 - o Meeting students' required service minutes each week
 - o Maximizing time with pull-out groups and push-in
11. Develop measurable goals, benchmarks, and objectives to meet the child's needs
12. Adjust goals of individual students based on data and progress through a Case Conference
13. Regularly monitor the implementation of the student's IEP
 - o If a change is needed in the child's IEP:
 - i. the Special Education Teacher is responsible for scheduling a case conference
 - ii. facilitate the Case Conference
 - iii. update goals, behavior plans, and present levels in IEP, then send to Special Education Director for finalization
14. Provide progress reports to the student's parents with each quarterly report card
15. Ensure the IEP is accessible to all pertinent staff
16. Inform each teacher and provider of his or her specific responsibilities related to implementing the student's IEP
17. Support and contribute to the initial evaluation or re-evaluation process by:
 - o Collecting assessment data (BAS level, math diagnostics, etc.) and reporting it to the Special Education Director
 - o Meeting with the classroom teacher and collect academic and behavioral data from the teacher
 - o Attending and facilitating the Case Conference
 - o Complete the child's IEP by providing goals and behavior plans as needed, then send to Director for finalization

Experience/Skills:

1. Excellent communication, organizational, public relations, and interpersonal skills
2. Ability to:
 - Implement real-time feedback;
 - Evaluate problems and implement effective and creative solutions;
 - Gather data, compile information, and prepare reports;
 - Analyze, develop, establish, and maintain efficient classroom flow;
 - Maintain emotional control under stress;
 - Manage simultaneous demands from a variety of sources;



- Exercise excellent judgment in decision-making;

3. Knowledge of the laws, rules, procedures, and programs specifically related to teaching in Indiana public schools.

Please email the following to kpearson@avondalemeadowsacademy.org:

- resume
- cover letter
- reference list
- copy of license