

Special Education Teacher

Notre École, a French Immersion STEAM, charter school, seeks a 0.5 FTE Special Education teacher for the 2023-2024 school year. The ideal teacher will provide specialized instruction to students with disabilities and create an environment favorable to learning and personal growth; to establish effective rapport with students; to motivate students to develop skills, attitudes and knowledge needed to provide a good foundation for education in accordance with each student's ability; to establish good relationships with parents and other staff members.

Duties of this job include, but are not limited to:

- Knowledge of and expertise in the field of Special Education to serve as a resource for administrators, mainstream staff, students, and parents
- Develop and implement specialized programming to meet the physical, emotional and education levels of development for students with disabilities.
- Plan and facilitate the Individualized Education Plan process.
- Confer with parents, administrators, related service providers and others to develop IEP for the student.
- Create learning materials to meet the needs and interests of each student.
- Provide instruction to improve academic skills, perception, memory, language, cognition, social, emotional and behavioral development, and transition skills
- Support students to increase motivation, provide consistent reinforcement to skill acquisition, continuous assessment of level of academic and functional performance, and continuous feedback to student.
- Implement a variety of intervention strategies including positive behavior interventions to enhance achievement and pro-social skills of learners with IEPs.
- Communicate and collaborate effectively with students, school staff, parents, and outside agencies regarding students' special education needs.
- Adhere to due process timelines and complete special education paperwork in compliance with MDE standards.
- Conduct special education evaluations as appropriate, including planning and summary reports.
- Work with parents and service providers to develop skills in supporting the student related to disability.
- Other job related duties as assigned.

Skills/Qualifications

- Valid Special Education teaching license or willingness to obtain a MN Tier license
- Interpersonal skills, including the ability to work well with others, be polite, helpful, courteous and compassionate
- Conflict resolution skills, team player and professional demeanor
- Ability to maintain confidentiality with regard to student and other information
- Classroom management skills
- Committed to professional and technical development through attendance at development activities, scheduled meetings, and relevant training
- Knowledge and understanding of child find and special education due process
- Ability to consistently and effectively design instructional activities for students, and to make adjustments in teaching strategies to meet individual needs
- Ability to work with a wide variety of students in a calm, patient, understanding, creative, flexible, student-centered environment
- Skill in planning, organizing and writing IEPs and evaluations within timeline constraints
- Ability to utilize instructional and assistive technologies
- Ability to communicate effectively both orally and in writing

Physical Demands

The physical demands 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 frequently required to stand, talk, hear, walk, sit, and use fingers, tools or controls. The employee is occasionally required to reach with hands and arms and stoop, kneel, crouch, or crawl. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, the ability to adjust focus, and depth perception. While performing the duties of this job, the employee may occasionally push or lift up to 25 lbs.

Job Type: 0.50 FTE with the possibility of added time with increased enrollment

Work authorization:

- United States (Required)

To Apply Please send an email to michele.chalmeau@notrecole.org that includes your resume and cover letter. In the email subject line, please include your name and the position you are applying for (For example: Sarah Brown – ESL/ELL teacher).