



Special Education Pre-Kindergarten Teacher Job Description

Job Purpose

- The Special Education Pre-Kindergarten Teacher provides a high-quality, inclusive, and developmentally appropriate learning environment for preschool-aged children (ages 3–5) with diverse physical, emotional, and cognitive disabilities.
- Facilitates student success and growth in academic, social, emotional, and behavioral skills through implementation of district-approved curriculum, early intervention strategies, and individualized instruction aligned with Individualized Education Programs (IEPs).
- Creates a flexible, safe, and engaging learning environment while monitoring student progress and providing meaningful feedback to students, parents, and administrators in accordance with Mississippi Department of Education standards.

Knowledge, Skills and Abilities

- Decision making, stress management, and time management skills.
- Knowledge of early childhood development and instructional strategies for young learners with disabilities.
- Knowledge of applicable federal and state laws regarding education and students, including Individuals with Disabilities Education Act (IDEA) and Mississippi Policies and Procedures Regarding Children with Disabilities.
- Knowledge of the Child Find process and Individualized Education Program (IEP) development and implementation.
- Ability to implement Positive Behavioral Interventions and Supports (PBIS) and behavior management strategies.
- Ability to adapt and modify curriculum to meet the unique needs of early learners with disabilities.
- Ability to use computer network systems and software applications as needed for instruction, data collection, and documentation.
- Ability to organize and coordinate work effectively.
- Ability to communicate effectively with students, parents, administrators, and related service providers.
- Ability to collaborate with multidisciplinary teams including speech therapists, occupational therapists, physical therapists, and other specialists.
- Ability to engage in self-evaluation related to performance and professional growth.
- Ability to establish and maintain cooperative working relationships with others contacted in the course of work.
- Ability to work with a diverse group of individuals.
- Ability to maintain confidentiality regarding students, employees, and district information.
- Ability to establish supportive and compassionate relationships with students with special needs.

Minimum Qualifications

- Bachelor's Degree in early childhood education, child development, special education, or an equivalent field. A teacher may also possess a bachelor's degree in any field and have at least twelve (12) credit hours of coursework in early childhood education, child development, or an equivalent field approved by an institution granting a bachelor's degree in early childhood education, child development, or an equivalent field; or have a bachelor's degree in any field and have completed a specialized early childhood training program deemed equivalent by the State Department of Education to twelve (12) hours of approved coursework.
- Valid Mississippi Educator License with appropriate endorsement (211, 221, 222, or 223).
- Must meet other qualifications and requirements as established by the school district.
- Master's degree preferred.
- Successful prior teaching experience in early childhood or special education preferred.

- Must pass all background and certification requirements as required by Mississippi law.

Duties and Responsibilities

- Demonstrates prompt and regular attendance.
- Plans and implements developmentally appropriate instructional activities that address the physical, emotional, intellectual, and social needs of students with disabilities.
- Modifies the general preschool curriculum to meet the individualized needs of special education students.
- Develops, implements, and monitors Individualized Education Programs (IEPs) and collects data to measure student progress toward goals.
- Prepares the classroom with a variety of materials and resources for exploration, learning activities, and imaginative play.
- Provides multi-sensory instruction using audio-visual, interactive, and technology-based instructional tools when appropriate.
- Teaches foundational skills such as color, shape, number and letter recognition, personal hygiene, communication, and social interaction.
- Implements behavior management strategies including positive reinforcement and PBIS practices.
- Provides structured learning experiences including songs, games, storytelling, and hands-on activities.
- Develops weekly and monthly lesson plans aligned with district curriculum and Mississippi Early Learning Standards.
- Develops culturally appropriate programs and activities that promote early math and literacy concepts.
- Establishes consistent classroom routines and provides positive guidance to promote independence and self-regulation.
- Creates a safe, nurturing, and supportive learning environment that fosters student confidence and emotional security.
- Supervises children at all times and ensures the safety and well-being of students in all school settings.
- Observes and documents student performance and developmental progress.
- Confers with parents, administrators, testing specialists, social workers, and related service providers to develop and review IEPs.
- Communicates regularly with parents regarding student progress, development, and classroom expectations.
- Integrates students with disabilities into inclusive learning experiences in a respectful and supportive manner when appropriate.
- Maintains accurate and confidential student records in accordance with district procedures and FERPA guidelines.
- Ensures classroom equipment, materials, and facilities are clean, organized, and safe at all times.
- Travels to school district buildings and professional meetings as required.
- Performs other job-related tasks as assigned by the immediate supervisor or superintendent.
- Adhere to the Mississippi Educator Code of Ethics and all district policies and procedures and supports the George County School District Core Beliefs and Mission.

Reports to: Building Principal

Supervises: Assigned Teacher Assistant, if applicable.

Terms of Employment: Contract / 187 Days

FLSA Status: Exempt

DISCLAIMER: The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

_____ Employee's Printed Name

_____ Employee's Signature & Date

_____ Supervisor's Signature & Date