

George County School District

APPROVED

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SPECIAL EDUCATION TEACHERS (K-12) JOB DESCRIPTION

Job Purpose

- The Special Education Teacher (K–12) is responsible for maximizing the learning experience of students with disabilities in academics, interpersonal skills, and activities of daily living.
- Provides specialized instruction and support by implementing district-approved curriculum, adapting instructional strategies, and delivering individualized services aligned with each student's Individualized Education Program (IEP).
- Creates a safe, structured, and inclusive learning environment while documenting instructional activities, monitoring student progress, and supporting students in achieving academic standards and essential life skills in accordance with the Individuals with Disabilities Education Act (IDEA) and Mississippi Department of Education guidelines.

Knowledge, Skills and Abilities

- Knowledge of special education principles, theories, assessment practices, instructional strategies, and research-based methods for maximizing the educational experience of students with disabilities.
- Knowledge of differentiated instruction and curriculum adaptation based on student learning styles and disability categories.
- Knowledge of data information systems, data analysis, and the development of instructional action plans based on student performance.
- Knowledge of applicable federal and state laws regarding education and students, including IDEA, Section 504, and FERPA.
- Knowledge of Individualized Education Program (IEP) development, implementation, and progress monitoring.
- Knowledge of behavior management techniques, including Positive Behavioral Interventions and Supports (PBIS) and Functional Behavioral Assessments (FBA).
- Ability to interpret educational evaluations, testing results, and student performance data to guide instruction.
- Ability to use computer network systems, assistive technology, and software applications as needed for instruction and documentation.
- Ability to organize and coordinate work effectively while managing multiple responsibilities.
- Ability to communicate effectively with students, parents, administrators, and staff.
- Ability to collaborate with general education teachers and related service providers to support students in the least restrictive environment.
- Ability to engage in self-evaluation related to professional performance and growth.
- Ability to establish and maintain cooperative working relationships with colleagues, parents, and community stakeholders.
- Ability to maintain confidentiality of student information and records.

Minimum Qualifications

- Bachelor's degree from an accredited college or university in special education or an education discipline applicable to the teaching assignment.
- Valid Mississippi Educator License with appropriate endorsement (211, 221, or 206).
- Must meet other qualifications and requirements as established by the school district.
- Master's degree preferred.
- Successful prior teaching experience for the appropriate grade level preferred.
- Behavior intervention training preferred.

Duties and Responsibilities

- Demonstrates prompt and regular attendance.
- Conducts assessments, testing, and diagnostic examinations to identify student learning needs and determine appropriate instructional strategies.
- Develops Individualized Education Programs (IEPs) for students in accordance with state and federal requirements.
- Implements IEPs, monitors student progress toward goals, and maintains accurate documentation of performance data.
- Adapts curriculum, lessons, and instructional strategies to meet the diverse needs of students with disabilities.
- Assists students and teaching staff in implementing IEP accommodations, modifications, and behavior management plans.
- Provides direct specialized instruction in resource, inclusion, or self-contained classroom settings.
- Collaborates with general education teachers to support students in the least restrictive environment.
- Coordinates with administrators, teachers, counselors, and related service providers to address individual student needs.
- Communicates regularly with parents or guardians regarding student progress, goals, and educational planning.
- Serves as a resource to students, parents, and staff regarding special education services, instructional strategies, and behavioral supports.
- Facilitates or participates in IEP meetings and ensures compliance with all legal and procedural requirements.
- Coordinates with outside agencies, organizations, and service providers when appropriate to support student services.
- Prepares students for transitions between grade levels and assists with post-secondary transition planning when applicable.
- Maintains accurate and confidential student records in compliance with district policies and federal regulations.
- Encourages parental involvement in the educational process and maintains open communication with families.
- Continues professional growth by participating in professional development, workshops, and educational training opportunities.
- Performs other job-related tasks as assigned by the immediate supervisor.
- 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 / Director of Special Education or Designee

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