

# NORTHERN CHEYENNE TRIBAL SCHOOL JOB ADVERTISEMENT

POSITION: Special Education Teacher

SALARY: DOE

DEPARTMENT: NCTS

ACCOUNTABLE TO: PRINCIPAL

OPENING DATE: September 16, 2021

CLOSING DATE: Open Until Filled

**How to Apply:** Submit completed NCTS certified application, current Resume', Three (3) letters of recommendation (dated within one year) along with official transcripts to Northern Cheyenne Tribal School, Human Resources, Box 150, Busby Mt. 59016

**DEFINITION** Under general supervision of the principal teaches exceptional students and assists in other school programs as assigned, and creates a flexible program and environment favorable to learning and personal growth in accordance with each student's ability.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Assesses ability and provides each exceptional student with a program that will enable him/her to reach his/her fullest physical, emotional, psychological, educational and behavioral potential.
- Implements and monitors students' Individual Education Plans.
- Provides a basic core curriculum program for special education students consistent with state and federal education code requirements.
- Coordinates and supervises work experience and on-campus job-training programs involving special education students.
- Works cooperatively with classroom teachers who have special education students in general education classes, interpreting the abilities and disabilities of these students to the entire staff, and assisting the student core curriculum instructional needs.
- Confers frequently with parents and professional staff members regarding the educational, social, and personal concerns of such students.
- Assists other professional staff members in resolving the unique psychological or disciplinary concerns of such students.
- Individuals and groups of special education students with educational, occupational, and personal concerns.
- Assists the special education student in an assessment of his/her skills and establishing educational and occupational goals in keeping with these skills.
- Undertakes continuing professional development related to special education and

- instructional methods related to this field.
- Keeps attendance records and all other records pertinent to the special education program for the state reports and program accountability.

### **QUALIFICATIONS GUIDE:**

**Credential:** Must be able to get a Provisional or Emergency Certification before December 1, 2021 and must provide documentation.

**Education:** Bachelor's degree, including all courses to meet credential requirements.

**Personal Qualities:** Appearance, grooming and personality which establish a desirable example for students. Ability to meet School standards for physical and mental health. Above-average recommendations from student teaching supervisors and other professionals who have observed the characteristics, scholastic attainment and classroom performance of the teacher.

### **PHYSICAL DEMANDS:**

The physical demands described here 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.

The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, and peripheral vision.

### **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**COMMENTS:** Weight requirements include moving and lifting students (K-12), moving motor equipment.