

POSITION: Classroom (Special Education) Teacher
Saint Catherine Academy, Fairfield, CT

OVERVIEW:

Saint Catherine Academy, a private, state-approved special education school of the Diocese of Bridgeport serves students with developmental disabilities. Saint Catherine Academy is part of Saint Catherine Center for Special Needs. The classroom teacher, with the support of teaching assistants, seeks to increase each student's independence through the provision of direct instruction in the areas of academics, independent living and activities of daily living, social-emotional behavior, and vocational/pre-vocational skills.

This is an eleven (11) month position, which includes our ESY/Summer School program. The ideal candidate must have a valid Connecticut certification-comprehensive special education and experience in a school setting working with students with disabilities. Teachers are also expected to have or work towards acquiring the Driving Endorsement A.

REPORTS TO: Director of Education, Saint Catherine Academy

OBJECTIVE: Under the supervision of the Director of Education, the classroom teacher improves student success through the direct teaching of differentiated and/or modified academic content, as well as Activities of Daily Living (ADL) and vocational and appropriate behavioral skills, as defined in each student's individual goals and objectives. The classroom teacher, in consultation with district staff, develops goals and objects for discussion and acceptance at a PPT meeting. The teacher also implements and monitors the Individualized Education Plan (IEP) of each student in his/her classroom. The classroom teacher is the case manager for those students assigned to him/her. It is the responsibility of the classroom teacher to develop and sustain a positive and emotionally safe classroom environment.

CLASSIFICATION: Exempt

RESPONSIBILITIES:

1. In consultation with district staff, formulates and oversees the implementation of a written Individualized Education Plan for each student in accordance with school and district policy. The classroom teacher is responsible for creating a draft set of goals and objectives, and implementing, and evaluating the IEP for each student in her/his caseload. The classroom teacher participates in all PPT meetings and serves to explain the IEP to parents. The classroom teacher monitors and documents each student's progress toward goals on a quarterly basis.
2. Provides for individual learning needs by incorporating a variety of teaching strategies and materials in the daily program.
3. Develops, as required, Behavior Intervention Plans for specific students, and methods for data collection and monitoring.

4. Actively participates in the school-wide positive school climate initiatives and implements positive behavior support plans according to the needs of each student.
5. Prepares and implements daily lesson plans.
6. Participates in all regularly scheduled faculty meetings, in-service workshops, parent-teacher conferences and PPT meetings.
7. Administers assessments appropriate to each student and maintains and records all pertinent data for official school documents and progress reports.
8. Directs and supervises classroom Teacher Assistants in conjunction with the Director of Education and provides the Director of Education evaluative information regarding performance.
9. Collaborates with other Teachers, Teaching Assistants, Occupational Therapists, Speech Therapists and Physical Therapists in the coordination of services for each student.
10. Incorporates Assistive Technology tools into the classroom setting in support of students' IEPs.
11. Notifies the Director of Education (Principal) of any incidents and/or potential problems requiring special attention and then notifies parents if appropriate.
12. Assumes designated responsibilities within the school concerning the supervision of children and proper use of educational materials and equipment.
13. Communicates regularly with parents.
14. Maintains an organized classroom.
15. Other duties as assigned.

MINIMUM QUALIFICATIONS:

- Practicing Roman Catholic in good standing preferred.
- Valid CT Certification – Comprehensive Special Education.
- Experience working with individuals with developmental disabilities preferred.
- Bachelor's degree in education from an accredited institution, Master's Degree preferred.
- Demonstrated excellence in communication and organizational skills.
- Demonstrated ability to work independently, set goals and analyze data.

KNOWLEDGE, SKILLS, ABILITIES:

- An understanding of national trends and standards related to disabilities.
- Experience working with outside agencies who work with people with disabilities preferred.
- Excellent presentation and group facilitation skills.
- An understanding of the mission of Saint Catherine Center for Special Needs.

Send resume to Eric.Spencer@diobpt.org