

POSITION ANNOUNCEMENT

POSITION: **Teacher/ ASL Specialist**

Hours: 8:30 – 3:00; extended day
on Thursday (4:00 pm)
Lunch: 50 min/ 25 min when on duty
Follow Professional Calendar (182 days)

CLASS RATIO 6:1:1 or 6:1:2

PRIMARY RESPONSIBILITIES:

Serve as the Lead ASL Instructor in a bilingual Language Arts Curriculum for Grades 1-5. Collaborate with outside consultants on ASL/English Bilingual Grammar Curriculum; serve as ASL specialist for Parent Education.

1. Develop unit and lesson plans in curriculum areas according to Curriculum requirements with consideration for needs and abilities of diverse student learners
 - 1.1 Follow daily schedules, submit monthly unit plans, maintain a daily lesson plan book
 - 1.2 Leave emergency lessons and materials available at all times for substitute, if needed
 - 1.3 Implement educational approaches with approval of Supervisor and within the framework of school initiatives
 - 1.4 Prepare for special programs, shows and events as needed
 - 1.5 Attend all meetings related to the position (departments, school, team, parent-student, consultants, etc.)
 - 1.6 Differentiate instruction to meet the needs of each student

LANGUAGE/COMMUNICATION:

- 2.1 Use appropriate language and communication methodology required for each student and in accordance with school philosophy and student needs
- 2.2 Keep all class and personal hearing aids functioning at maximum level
Report needed repairs promptly

REPORTS AND RECORDKEEPING

3. Prepare IEP's. Review and update as required
 - 3.1 Maintain inventory of student abilities and needs through ongoing evaluations, formal and informal assessments. Update student records
 - 3.3 Study student performance and utilize each student's learning style to maximize learning potential
 - 3.4 Collect and analyze student work samples regularly to determine teaching and learning needs
 - 3.4 Preserve samples of student's work
 - a. Prepare and update confidential Educational Folder for each student
 - b. Prepare report cards

MANAGEMENT:

4. Manage behavior in class and seek counsel and assistance for complex behaviors.
 - 4.1 Share duties and special supervision according to schedules and department needs
 - 4.2 Support all facets of student development

RELATED RESPONSIBILITIES:

- Participate in conferences with supervisor according to schedule or as necessary
- 5.1 Participate in conferences as student's or parent's need indicates
 - 5.2 Participate in staff meetings as scheduled
 - 5.3 Work cooperatively with Related Service providers all staff, consultants, etc.
 - 5.4 Use available school resources for continuing professional development
 - 5.5 Provide recommendations for improvement of school programs and general functions to your Supervisor if indicated

PROFESSIONAL QUALIFICATIONS:

1. M.A. in Education of the Deaf
2. NYS Certification in Education of the Deaf
3. Preschool or Early Childhood Education, Special Education (preferred, not required)
4. NYS Certification ASL Instructor
5. SCPI or ASLPI rating score (proficient or above)

MINIMUM REQUIREMENTS BEYOND PROFESSIONAL PREPARATION:

1. Willingness to participate in in-service programs offered by school and to engage in course work recommended by administration as indication of continuing professional growth
2. Ability to work with atypical learners
3. Ability to utilize multi-disciplinary recommendations, in overall programming and/or specific interventions
4. Possess preventative behavior management skills that are positive and child-centered
5. Ability to work as a team with other staff in the classroom setting
6. Ability to work collaboratively with school staff across grades, disciplines and responsibilities
7. Adherence to SJSJ Personnel Policies and School Procedure and Student Policy Manual

BENEFITS:

- Health, accident, disability, retirement, annuity and dental plans available
- Personal leave for illness/death/special needs as indicated in personnel policies
- Multi-disciplinary staff available for consultation
- Opportunity to participate in professional courses and conventions, conferences or other Professional Development

REPORTING RELATIONSHIP:

Department Supervisor, Executive Director

Application Process: Interested persons – email a cover letter and resume and related copies of Certifications to Personnel at personnel@sjsdny.org

“An Equal Opportunity/Affirmative Action Employer”

This position is included in the Jointly Organized Essential staff bargaining unit