



Jennifer E. Gill, Superintendent

NOTICE OF VACANCY

December 18, 2018

TITLE OF VACANCY: Special Education Teacher- High School

LOCATION: Douglas Prep School

CONTRACT PERIOD: 180 days

REPORTS TO: Building Principal and Supervisor of Student Support

REQUIREMENTS/QUALIFICATIONS:

1. Valid Illinois PEL with LBS1 high school endorsement
2. Bachelor's degree in Special Education or related field
3. Knowledge of rules and regulations governing special education
4. Strong written and verbal communication skills
5. Ability to effectively work with administrators, teachers and parents
6. Strong knowledge of secondary curriculum
7. Strong organizational skills
8. Strong problem solving skills

RESPONSIBILITIES:

1. Work collaboratively with all special education and general education staff
2. Work under the direction of the building principal
3. Provide instruction as determined by the students' IEPs
4. Participate in the development of comprehensive Individual Education Plans for identified students including behavior intervention plans
5. Provide consultation, technical assistance and training to teachers and parents of students experiencing learning or behavioral problems
6. Provide information to parents relative to strategies that can be used at home to support the school's efforts
7. Take responsibility for implementation of IEPs for students on assigned caseload

FILING DATE DEADLINE: until filled

EFFECTIVE DATE: TBD

SALARY and BENEFITS: In accordance with current SEA negotiated agreement

Please refer all communication to:

Gina McLaughlin-Schurman
Director of Human Resources
1900 W. Monroe St.
Springfield, IL 62704
217-525-3006

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