

SPEED JOB DESCRIPTION

Job Title

Early Childhood Resource Teacher (part-time)

Supervisor

Coordinator

Position Guide

Certified

Salary Range

Qualifications

- Hold an Illinois Professional Educator License with LBS1 certification and/or appropriate subject matter endorsement.
- Academic readiness skills.
- Demonstrate excellence in verbal and written communications.
- Experience with collaborative groups and processes in a student-centered environment.
- Other qualifications of academic, professional, and personal excellence as the Governing Board may specify.

Essential Duties

- Works with young children with disabilities participating in early childhood programs
- Simultaneously serves children in different groups or programs and therefore may travel between classrooms or schools.
- Provides direct services to children with disabilities three to five years of age in one or more of the following areas:
 - Cognitive Development
 - Communication Skills
 - Social and Emotional Development
 - Self-Help/Adaptive Skills
 - Fine and Gross Motor Skills
- Is responsible for providing indirect/consultation services to general early childhood education professionals in order to meet IEP objectives in natural environments by:
 - Collaborates with general early childhood teachers
 - Demonstrating, practicing and coaching specific techniques
 - Providing emotional support and encouragement
- Serving as a resource for information

Job Responsibilities

1. Makes professional decisions that demonstrate support of the mission, goals and best interest of SPEED.
2. Utilizes community, state and national resources where necessary to promote the safety and welfare of students.
3. Responsible for all assigned students and educational support staff as well as any assigned student teachers, interns, and volunteers working in the school for the welfare and safety of all students while in the classroom, on school grounds, during before and after-school activities.
4. Other duties may be assigned.

Skills/Competencies

- Ability to read analyze and interpret documents including correspondence in print or electronic formats.
- Ability to establish and maintain effective working relationships with all members of the school community.
- Ability to communicate clearly and concisely in verbal or written form
- Ability to write reports as needed. The ability to effectively present information and respond to questions is required.
- Ability to perform essential duties within member school district requirements and SPEED policies.

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. While performing the duties of this job, the employee is regularly required to...

- Sit, stand, talk and hear for extended periods of time, operate electronic equipment; and reach with hands and arms and will repeat actions with the same hand, arm or finger motion.
- Have vision abilities required include close vision, and the ability to adjust focus.
- To have regular lifting, carrying, bending, pushing, and/or pulling and significant finger dexterity actions.
- Ability to physically manage and/or restrain students weighing up to 250 pounds, with assistance, when needed.

Ethics

All district employees are expected to maintain a high level of ethical behavior and confidentiality of information regarding students, personnel, and all job related matters. In addition, all staff are expected to serve as a positive role model and work to ensure a safe building environment.

Terms of Employment

- 180 Days
- Collective Bargaining Position

Evaluation:

Performance of this job will be evaluated in accordance with provisions of the SPEED Governing Board and the SPEED Collective Bargaining Agreement.

Hiring Contact: Human Resources Director – (708) 481-6100.

ACKNOWLEDGEMENT FOR RECEIPT OF JOB DESCRIPTION

I have received a copy of the Job Description and have read and understand its contents.

8/5/15sc

Employee Name (Please Print

Employee Signature

Date

Human Resources Signature

Date