

Autism Teacher  
Job Description

TITLE: Special Education Autism Teacher

Qualifications: LBSI Illinois Certificate Required

REPORTS TO: Director, Assistant Director and Coordinator

FUNCTION: To provide services to students on the Autism Spectrum three to twenty-one years old, so that educational progress can be enhanced and programming can be established.

RESPONSIBILITIES:

A. Instructional Planning

1. Plans and prepares for assigned students.
2. Provides written IEP's on each student.

B. Competency in Subject Matter

1. Teaches content and skills to assigned students utilizing KCSEC and district curriculums and approved courses of study.
2. Strives to improve expertise in this area of specialization.

C. Instructional Methods and Practices

1. Participates in IEP conferences including behavior management plans, functional analysis of behavior, placement, and annual reviews.
2. Develops strategies for maintaining a classroom environment conducive to effective learning and utilizes effective teaching methods and employs a variety of instructional techniques appropriate to the maturity, interests, and needs of the students.
3. Provides appropriate diagnostic testing, identifies student capabilities and monitors student progress on a regular basis.
4. Maintains accurate and complete records as required by law and KCSEC policies.
5. Communicates with parents on an individual or small group basis.
6. Consults with appropriate professional staff regarding a student's educational program.

7. Initiates, facilitates and monitors LRE in student's program when it is appropriate and consults with teacher to whom student is integrated in the Least Restrictive Environment.

D. Classroom Management

1. Establishes and maintains orderly classroom behavior on an individual and group basis.
2. Takes all necessary and reasonable precautions to protect students, equipment, materials and facilities.

E. Relationship with Students, Parents and Staff

1. Works to establish and maintain open and positive lines of communication with students and their parents concerning academics, language and behavior.
2. Establishes and maintains cooperative relations with other members of the staff.
3. Assists the administration in upholding and enforcing school rules and policies.

F. Professional Responsibilities

1. Meets accepted standards of professional behavior.
2. Evaluates assigned Paraprofessional(s) under the supervision of the Director or his/her certified designee by doing formal annual written evaluation(s).
3. Observes and follows all KCSEC policies and procedures.
4. Exhibits professionalism and commitment through punctuality and attendance.
5. Performs other duties as assigned by the KCSEC administration.

EVALUATION: Formal and informal classroom observations and conferences shall occur as needed or desired by the professional staff member or Director, Assistant Director and Coordinator and shall be an ongoing process.