

Job Description

TITLE: Language Facilitator Teacher

QUALIFICATIONS: Type 10 Illinois Certificate as a Speech Therapist, Hearing Impaired Teacher or Learning Disability Teacher.

REPORTS TO: Director, Assistant Director and/or Coordinator of Special Education

FUNCTION: To provide language therapy and instructional services to students so that language development can be enhanced.

RESPONSIBILITIES:

A. Instructional Planning

1. Plans and prepares for assigned classes.
2. Provides written intervention plans or IEP's on each student.

B. Competency in Subject Matter

1. Teachers content and skills to assigned students utilizing approved curriculums and approved courses of study.
2. Strives to improve expertise in 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 mainstreaming into student's program when it is appropriate and consults with teacher to whom student is mainstreamed in the Least Restrictive Environment.
8. Participates in assigned screenings when needed.
9. Provides instruction, methods and materials to promote classroom activities.
10. Provides direction and guidance to the program's educational support personnel (when assigned).

D. Classroom Management

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

E. Relationships with Students, Parents and Staff

1. Works to establish 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. Observes and follows all KCSEC policies and procedures.
3. The teacher exhibits professionalism and commitment through punctuality and attendance.
4. 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 of Kendall County Special Education, Assistant Director and Coordinator and shall be an ongoing process.

