

HUNTINGTON BEACH CITY SCHOOL DISTRICT

CLASS TITLE: TEACHER, INCLUSIONARY PRACTICES/BEHAVIORAL INTERVENTIONS

DEFINITION:

Under general supervision, provides assistance in implementing and monitoring full inclusion placements and the special education Discrete Trial Training program throughout the District, provides assistance to regular and special education teachers, serves as liaison between the District, WOCCE and parents, and provides training and support as needed. This position is directly responsible to the Director, Administrative Services.

REPRESENTATIVE DUTIES:

Works collaboratively with teachers who have full-inclusion students.

Trains instructional assistants who will be working with full-inclusion students.

Provide staff development for teachers and instructional assistants in the area of full-inclusion students with special needs.

Provide disability awareness training to regular education students throughout the district.

Meet with teachers who are working with full-inclusion students on a regular basis to monitor student progress.

Coordinate inclusion meetings with regular education teachers, support staff and parents to ensure student success.

Assist in developing curriculum modifications for full-inclusion students.

Visit classrooms where there are full-inclusion students on a regular basis.

Be available to observe behaviors and assist in designing behavioral plans for full-inclusion students and other students with special needs.

Attend Individualized Education Plan (IEP) meetings of full-inclusion students and others needing support with mainstreaming efforts.

Work with outside agencies to set up services for full-inclusion students.

Attend conferences/workshops on autism inclusion, special education issues.

Set up Picture Exchange Communication Systems for autistic or non-verbal students.

Maintain ongoing communication between all individuals involved with full-inclusion students.

Gather and prepare materials to be used with full-inclusion students.

Provide assistance to special education teachers with mainstreaming efforts; assist with classroom placements.

Assist in the student transitions from Special Day Class to Resource Specialist Program.

Monitor and support the implementation of the Discrete Trial Training (DTT) Program for students diagnosed with autism.

Oversee the district DTT school programs.

Schedule and participate in weekly/monthly clinics.

Assist in the hiring/selection of home and school DTT aides.

Train aides in DTT procedures.

Serve as liaison between District and WOCCE DTT program specialist.

KNOWLEDGE AND ABILITIES

Knowledge Of:

- Laws, rules and regulations related to assigned activities.
- Policies and objectives of assigned program and activities.
- Applicable sections of the State Education Code and other applicable laws.
- Record keeping techniques.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Oral and written communication skills.
- Principles and practices of training and providing work direction.
- Technical aspects of field of specialty.
- District organizational operations, policies and objectives.
- Diverse academic, socio-economic, cultural, disability, ethnic backgrounds of District students.

Ability To:

- Communicate effectively both orally and in writing.
- Prepare and deliver oral presentations.
- Establish and maintain cooperative and effective working relationships with others.
- Maintain records and prepare reports.
- Prioritize and schedule work.
- Assign and review the work of others.
- Train and provide work direction to others.
- Read, interpret, apply and explain rules, regulations, policies and procedures.
- Maintain current knowledge of program rules, regulations, requirements and restrictions.
- Maintain current knowledge of technological advances in the field.
- Complete work with many interruptions.
- Analyze situations accurately and adopt an effective course of action.
- Meet schedules and timelines.
- Observe health and safety regulations.
- Accept and carryout responsibility for direction, control and planning.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: bachelor's degree, appropriate special education credentials, and appropriate postgraduate units and/or training.

Other Requirements:

Condition of Employment: Insurability by the District's liability insurance carrier.

LICENSES AND OTHER REQUIREMENTS:

- Valid teaching credential authorizing service at K-8 grade levels
- Special education credential
- Valid California driver's license

WORKING CONDITIONS:

This position performs light work that involves sitting with some walking and standing for periods of time. This position may occasionally require moving or lifting up to fifty (50) pounds. This position requires accurate perceiving of sound; near and far vision; depth perception; mobility to reach and bend; dexterity in working with office machines and materials; and the providing of oral information and direction. The position requires the individual to meet multiple demands from several people and interact with the public and staff.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

The work environment is primarily at the school site. The noise level in the work environment is usually moderate. This position may demand meeting deadlines with time constraints.