



**JOB DESCRIPTION**  
**EARLY CHILDHOOD SPECIAL EDUCATION TEACHER (ECSE)**

**TITLE:** Early Childhood Special Education Teacher (1755 Services Provider)

**CLASSIFICATION:** Professional Staff

**REPORTS TO:** Building Principal

**CERTIFICATION:** Michigan teacher's certificate with ZS endorsement

**JOB FUNCTION:** To provide support in the general education classroom that will enable preschool children with disabilities to achieve the skills necessary to function successfully in school.

**DISTRICT DESCRIPTION:** Benzie Central Schools serves over 1,200 students preK-12 and encompasses over 350 square miles in the beautiful terrain of Northwest Lower Michigan. The Early Childhood program is housed in Betsie Valley Elementary, Homestead Hills Elementary and Lake Ann Elementary consisting of programs serving 3 and 4-year old's in partnership with GSRP and Head Start. There are six villages in the district which is also convenient to the cities of Traverse City, Manistee, and Frankfort. Benzie Central has 3 elementary schools serving grades preK-5, a middle and high school serving grades 6-12, and an alternative educational setting middle and high school serving grades 6-12.

**DUTIES AND RESPONSIBILITIES**

- Provide direct instruction and consultative services as written in student IEP's.
- Collaborate with general education teachers, related services staff, and other school staff to provide strategies for student success in the LRE.
- Identify and implement adaptations and modifications to the classroom curriculum, physical setting, and instructional strategies.
- Coordinate and facilitate educational and behavioral strategies between home and school environments.
- Collect and maintain data to document progress towards mastery of IEP goals and benchmarks.
- Establish a positive working relationship with students, school staff, and parents.
- Attend and participate in FIE/ IEP and annual IEP meetings.
- Conduct classroom observations and provide support as assigned or requested.
- Update caseload and schedule and submit to manager on a weekly basis.
- All other duties assigned by Supervisor and/or Early Childhood Director.

## **PROFESSIONAL QUALIFICATIONS:**

### **Required:**

- Possess a valid Michigan teacher's certificate including endorsement in Early Childhood Special Education
- Possess a baccalaureate degree with a major in a specific special education area
- As of September 1, 1990, possess an endorsement in elementary or secondary special education.
- Have completed directed student teaching of not less than eight weeks' duration in the specific area of impairment. Not less than a 180-hour practicum in the specific area of impairment is required for each additional endorsement.
- Be recommended for a certificate or endorsement, or both, constituting full approval in a specific special education area by an institution of higher education.
- Meet all of the requirements of R340.1862.

### **Preferred:**

- Show evidence of a minimum of five years of satisfactory teaching experience, not less than two years of which shall be in teaching persons in a special education classroom.

## **ADDITIONAL QUALIFICATIONS:**

- *The ability to prioritize student learning needs over obstacles and barriers that can stand in the way of necessary change*
- *The strong desire to achieve outstanding results*
- *The strong desire and ability to build meaningful, caring relationships with students*
- *The skill and willingness to leverage student support systems to ensure that the social, emotional, nutritional, and health needs of ALL students are addressed*
- *The ability to collaboratively create and execute clear, logical instructional plans that produce strong results in student learning*
- *The capacity to respond to the individual academic and non-academic needs of students*
- *The ability to seek out knowledgeable peers, coaches, and administrators for instructional support*

**Interested applicants should submit an application online and attach materials including a resume and cover letter at <https://northwested.tedk12.com/hire/index.aspx>**