



JOB TITLE: Special Education Teacher, ESY  
REPORTS TO: Director of School Program  
HOURS/STATUS: Full Time/Exempt, Start date July 6, 2026 - August 14, 2026  
SALARY RANGE: \$46,285 - \$72,917, Based on Experience and Certification

#### JOB SUMMARY

The Special Education Teacher is responsible for providing programming for students with varying abilities according to NYSED standards and IEP.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist in the scheduling of homeroom, academic, and special classes.
- Develop lesson plans and activities based on common core standards addressed within academic activities for academic and social growth.
- Implement and Administer NYS Alternate Assessment.
- Evaluate and assess the academic and social skills of students.
- Facilitate the development of the IEP for students assigned to their classroom. Seek input from team members including parents.
- Assist the Director of School Program in budgeting and making recommendations for program needs.
- Report progress to parents and CSE's quarterly.
- Collect, analyze and report using data collection processes, including behavior data.
- Supervise paraprofessionals and/or volunteers assigned to work in their classroom.
- Attend and/or facilitate staff and in-service meetings as appropriate.



- Work collaboratively with team members to effectively support all students in program assignments.
- Must demonstrate sensitivity to and respect for the diverse cultural backgrounds and practices of the students, staff and families of Holy Childhood. Must be competent and proficient with current technological methods and must have excellent communication, organizational and facilitation skills.
- Effective communication respecting dignity in a respectful, open, honest manner
- Organize and facilitate team meetings as appropriate to best design and deliver effective instruction.
- Complete all required CSE PW in a timely manner.
- Collaborate with school team members to create a supportive learning environment.
- Provide efficient system for addressing the needs of students and implementing individualized interventions, including intensive interventions as needed. Able to utilize positive school-wide, classroom, and small-group behavioral supports.
- Other duties may be assigned.

## QUALIFICATIONS

To perform this job successfully an individual must be able to perform each essential duty satisfactorily. Candidates for this position will have: the ability to demonstrate and provide examples of continuous personal development and improvement; student focused attitude; communication skills (verbal and written); problem solving skills, strong organizational skills and the ability to effectively manage multiple tasks/projects. Working knowledge of sign language. Proven ability with computer systems, communication systems, classroom management strategies; and the ability to communicate respectfully, openly, honestly and directly. Must be able to lift, push, or pull-up to 50 lbs. The requirements listed are representative of the knowledge, skill, and/or ability required.



## EDUCATION AND/OR EXPERIENCE

Minimum requirements:

- NYS Certification in Special Education required.
- Knowledge of Common Core/Next Gen Standards, NYS Alternative Assessments.
- Knowledge of IEPs

## EQUAL OPPORTUNITY EMPLOYER

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