

**Position Summary:**

The Learning Specialist (Special Education Teacher) is responsible for the implementation of the instructional program for students with special needs. The Learning Specialist ensures that students with diverse needs are provided a safe, child centered, research-aligned program that promotes the intellectual, social, emotional and physical development of our students. At MSE we use the head, heart and the hand to help our children reach their full potential. The Learning Specialist facilitates instruction in MSE's Learning Lab, as well as the inclusive classroom setting, and creates powerful learning experiences for a caseload of students in partnership with the Director of Specialized Support, classroom teachers, paraprofessionals and related service providers.

**Qualifications:**

- Illinois State Board Certification, LBS1 (Type 10)
- Strong understanding of literacy and math development in children and ability to work with team members to proactively develop individualized educational plans with specific learning objectives tailored to students' needs
- Strong understanding of how to use multiple forms of assessment in informing and driving instruction
- Able to build immediate and loving rapport with children of all ages; strong classroom management skills and ability to analyze behaviors and design behavior interventions
- Passion for teaching and working with students from urban communities, with specific knowledge and understanding of the needs of students from different experiences, languages and backgrounds
- Driven adult learner dedicated to his or her own professional growth with an inquiry orientation to his or her own practice
- Able to lead a team of paraprofessionals/assistants and effectively maximize supports in a classroom setting
- Enthusiasm and commitment to participating in cooperative effort to build school culture, with commitment to the vision, mission and powerful practices of the school
- Sense of humor, high ethical professional standards, equity perspective



- Able to work in a creative and demanding learning environment, including the ability to problem-solve and manage ambiguity and adversity
- Excellent organization, time management and follow-up skills; high sense of commitment; ability to work as part of a team
- Familiarity, or eagerness to learn Montessori methods and able to effectively integrate other best practices with the Montessori method
- Advocate for inclusion of children with diverse needs

**Key Responsibilities:**

- Special education teacher to caseload of children with IEPs; provide direct service minutes to special needs students both in resource room and inclusive settings.
- Obtain present levels/baselines; maintain data according to IEPs
- Complete IEP Progress Reports for each student in caseload
- Be available to collaborate with teachers, parents/guardians on an as needed basis
- Assist Director of Specialized Support and related service providers in completing academic testing for initials and tri-annuals and writing of reports and IEPs
- Participate in IEP meetings for assigned students
- Complete all mandated compliance reports through the CPS Impact System and meet all deadlines.
- Test students as necessary during state/district testing periods
- Maintain office/Learning Lab hours as indicated by Director of Specialized Support
- Respond as soon as possible but no later than 24 hours to parent, student, teacher and admin inquiries via phone and/or e-mail during regular work week
- Assist in the design and development of behavior plans for students
- Serve as a collaborative member of the school MTSS team and assist teaching team in developing academic and behavioral interventions for students undergoing evaluations
- Attend all required professional development sessions and teacher meetings
- Other duties as required by the Principal or Director of Specialized Support