

Special Education/Preschool Itinerant Teacher

Position Type:

Student Support Services/Special Education – Pre-K Itinerant

Date Posted:

3/18/2024

Location:

MOESC Student Services



Date Available:

posted until filled

Closing Date:

posted until filled

Title: Special Education / Preschool Itinerant Teacher
Reports To: Director of Student Services
Employment Status: Full-time
FLSA: Exempt

GENERAL DESCRIPTION

Instruct children in activities designed to promote social, physical and intellectual growth needed for primary school in preschool, day care center or other child development facility by performing the following duties.

QUALIFICATIONS

- B.A. or B.S. Degree in Education or higher.
- Appropriate state of Ohio teaching certificate/license
- Valid driver's license
- Successfully pass a BCI background check
- Compliance with tuberculin test requirement

ESSENTIAL FUNCTIONS/SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Plan individual and group activities to stimulate growth in language, social, and motor skills such as learning to listen to instruction, playing with others and using play equipment
- Develop and use instructional materials suitable for verbal or visual instruction of pupils with wide range of mental, physical and emotional progress toward a stage of full or advanced development.
- Develop in each pupil an awareness of his/her worth as an individual and his/her role in his/her family and community



- Encourage pupils to express themselves creatively in art, music and dramatic play
- Provide appropriate climate to establish and reinforce acceptable pupil behavior, attitudes and social skills
- Observe and document student growth and development
- Communicate regularly with parents by means of newsletters, notes, phone calls individual parent conferences and home visits
- Interpret school programs to parents in order to strengthen parental understanding of the individual pupil's need and the school's role in the pupil's life
- Select and requisition instructional aids and supplies
- Promote parent participation and involvement in education activities provided for their children in the home or school
- Participate in preparing and implementing transition plans/activities for students when appropriate

PERSONAL QUALITIES

- Possesses a high level of professional and ethical standards
- Acknowledges personal accountability for decisions and conduct
- Demonstrates professionalism and contributes to a positive work environment
- Effectively uses active listening, observation, reading, verbal, nonverbal, and writing skills
- Maintains an acceptable attendance record and is punctual
- Organizes tasks and manages time effectively
- Meets deadlines despite time constraints
- Uses diplomacy and exercises self-control when dealing with other individuals
- Wears work attire appropriate for the position
- Accepts responsibility
- Exhibits a positive outlook
- Takes initiative
- Exhibits a service mentality and is responsive to internal and external client requests for service
- Participates in professional development that relates to the position
- Operate standard office equipment including computers, word processing, spreadsheets and communication software
- Seeks to be a leader in technology integration
- Stays current on education issues and initiatives

WORKING CONDITIONS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Adjust work hours necessary to complete duties
- Occasional exposure to blood, bodily fluids, and tissue
- Occasional operation of a vehicle under inclement weather conditions
- Occasional interaction among unruly students/adults, including the need to intervene physically in crisis prevention
- Physical abilities include standing, walking, sitting for extended periods, operating a computer, talking/hearing, near and far visual acuity/depth perception/color vision/field of vision required and occasionally to reach with hands and arms

EVALUATION

Performance of this job will be evaluated by the Director of Student Services according to Mid-Ohio ESC board policy.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned by the supervisor, appointing authority or designee.

