

# MONTEREY COUNTY OFFICE OF EDUCATION

## **TEACHER** **PROGRAMS FOR THE ORTHOPEDICALLY DISABLED** **SPECIAL EDUCATION**

CLASSIFICATION: Certificated

SALARY LEVEL: I - VIII

### DEFINITION

Under supervision, through individual and group instruction, assists pupils to fulfill their capacities for mental physical, emotional and social growth; uses teaching techniques appropriate to stimulate their interests and abilities; uses special instructional procedures as necessary to meet the individual needs of physically handicapped pupils.

### SUPERVISOR

### POSITIONS SUPERVISED

QUALIFICATION REQUIREMENTS: To perform a job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in the job description are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### EXAMPLES OF DUTIES

#### ESSENTIAL DUTIES

Provides a positive environment in which to learn and which encourages child's self esteem; develops an appropriate IEP with specific content that contains measurable goals and objectives based on assessment, knowledge of child development, basic principles of learning and learning continuums; develops and implements curriculum activities that correlate to the pupils' objectives; utilizes a variety of materials and teaching techniques; written pre-planned daily schedule of pupil/class lessons and activities; evaluates pupils utilizing criterion and/or norm-referenced tests that are appropriate to determine the pupils' functioning levels in the areas of communication, motor, social, self-help, academic, vocational education and cognitive skills; supervises and/or assists pupils in all levels of the program including bathrooming, feeding, transferring and lifting, use of communication boards as directed by the supervisor; organizes room displays, bulletin boards and interest areas that are appropriate to pupil goals and interests using pupils' products; attends meetings as required; conducts all pupil related procedures in compliance with State regulations and time lines; attends staff meetings as called by the supervisor; facilitates inclusion/mainstreaming as appropriate and complies with Monterey County Office of Education Board Policies and Administrative Regulations.

#### OTHER DUTIES

Request ancillary and support services by discussion with supervisor and/or written referral; shares materials and plans with others

#### PHYSICAL AND MENTAL CHARACTERISTICS

Physical, mental and emotional stamina to perform the duties and responsibilities of the position; manual dexterity sufficient to write, use telephone, business machines and equipment; vision sufficient to read printed materials; hearing sufficient to conduct in person and telephone conversations; speaking ability in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone and addressing groups; physical agility to push/pull, squat, twist, turn, bend, stoop, to reach overhead, climb and move quickly or run after a child in an emergency situation; physical mobility sufficient to move about the work environment (office, district, from school or home site to site), and respond to emergency situations; physical strength sufficient to lift 45 pounds alone or more with a two-person lift or hozer lift; physical stamina sufficient to sit, stand or walk for prolonged periods of time; physical tolerance to be exposed to chemicals, cleansers, foul toileting smells; mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

## REQUIRED QUALIFICATIONS

- o B. A. Degree from an accredited college or university
- o California Credential authorizing performance of service for programs for the physically handicapped
- o Possess specialized techniques or skills that are related to the needs of physically handicapped pupils such as: experience using communication boards, Symbol boards and other electronic communication devices and specialized healthcare procedures
- o Strong organizational and planning skills and ability to work cooperatively with a team
- o Ability to physically participate in activities outside the classroom such as: vocational education program, mainstreaming, recreational activities and field trips
- o Knowledge of orthopedic equipment
- o Knowledge of First Aid
- o CPR Certification
- o Ability to lift 60 pounds - 40 pounds alone, two-person lift if more
- o Ability to be flexible and patient
- o Ability to interact with and maintain cooperative relationships with all levels of staff and the public
- o Ability to communicate effectively in the English language both orally and in writing
- o Experience working with physically handicapped pupils
- o Ability to adapt equipment