

# OLYMPIA SCHOOL DISTRICT NO. 111

**Job Category: Certificated**

**Posting Dates: July 28 – August 03, 2021**

The Olympia School District Human Resources Office is now accepting applications for the following positions. Interested district employees may submit a transfer request by calling the District Human Resources at 596-6185 prior to the deadline date.

<b>Position</b>	<b>Hours/FTE</b>	<b>Location</b>
<b>Teacher – Developmental Learning Classroom</b>	<b>1.0 FTE/Continuing</b>	<b>Lincoln</b>
<i>The Olympia School District is committed to increasing the diversity of staff in our schools. Candidates who can contribute to this goal are encouraged to apply and to identify their strengths and experiences in this area.</i>		
<b>Salary:</b> OEA Salary Schedule		

**Job Purpose Statement(s):** The job of “Teacher – Special Education – Developmental Learning Classroom” is done for the purpose(s) of facilitating Special Education student success in pre-academics /academics, interpersonal skills and activities of functional daily living through implementing District approved curriculum; documenting teaching as well as student progress / activities, outcomes; addressing specific needs of student; providing a safe and optimal learning environment and providing feedback to students, parents and administration regarding student progress, expectations, goals, etc.

### **Essential Job Functions:**

- **Adapts** lesson(s) for the purpose of implementing the IEP goals and meeting the special needs of students.
- **Advises** parents and/or legal guardians of student progress for the purpose of supporting teacher’s expectations, developing methods for improvement and/or reinforcing classroom goals in the school environment.
- **Assesses** student’s functional life and daily living skills (behavioral, motor development, communication, personal care, safety, etc.) and cognitive needs (e.g. developmental level, vocational abilities, etc.) for the purpose of evaluating students and family requirements, placement and success of the student’s program.
- **Collaborates** with school personnel, agencies and community agencies (e.g. social service agencies, caretakers, etc.) for the purpose of developing and modifying the program to maximize the quality of student outcomes, developing solutions and planning curriculum.
- **Develops**, monitors and evaluates specially designed instructional programs for the students on his/her caseload.
- **Directs** instructional assistants, volunteers, and/or student aides for the purpose of providing an effective school program and addressing the needs of individual students.
- **Instructs** students with individualized special needs for the purpose of developing appropriate functional daily living skills, personal care, safety and cognitive needs using research based instructional techniques and strategies.

- **Manages** individual students' schedules and needs for the purpose of providing a safe and an optimal learning environment.
- **Prepares** teaching materials and reports (e.g. attendance, anecdotal records, performance data, etc.) for the purpose of implementing lesson plans and providing documentation of teacher instruction and student progress.
- **Provides** a program for special education students which meet applicable district, state and federal requirements as they apply to the specific student
- **Reports** incidents (i.e. suspected child abuse, neglect, etc.) for the purpose of maintaining personal safety of students, providing a positive learning environment and adhering to Education Code, district and/or school policies.

#### **Other Job Functions:**

- **Assists** other personnel with supervision, support and instruction provided to special education students.
- **Collaborates** with other special education and general education teachers and support staff in the development and implementation of appropriate special education services for students.
- **Confers** with parents and staff members on a regular basis regarding student performance, needs, problems, etc.

#### **JOB REQUIREMENTS – Qualifications:**

- **Experience Required:** Prior job related experience, paid or volunteer, with school aged children. Knowledge of sign language is desirable. Candidate must be willing to be trained in educational strategies specifically designed for specific students.
- **Skills, Knowledge and/or Abilities Required:**  
*Skills* to perform basic clerical functions, perform basic arithmetic calculations, operate standard office and computer equipment, use English in both written and verbal form, and use correct grammar, punctuation and spelling.  
*Knowledge* of the principles of child development, research based, best practices and behavior management techniques.  
*Ability* to understand and address students with special needs, understand and carry out oral and written instructions, maintain confidentiality of student records meet schedules and deadlines, read/interpret/apply rules, regulations, policies, rapidly learn methods and materials used in a variety of instructional situations. Significant physical abilities including lifting, stooping/crouching, reaching/handling, talking/hearing conversations, near/far visual acuity/depth perception/accommodation/field of vision.
- **Education Required:** Teaching Certificate and Special Education certification
- **Criminal Justice Fingerprint Clearance**

#### **Application Procedure for out of district candidates**

Apply through EdJobsNW at <https://edjobsnw.org>

*If you share our commitment to provide challenging opportunities for all students to be successful, we'd like to hear from you!*

Olympia School District 111 Bethel St. NE Olympia, WA 98506  
(360) 596-6185 FAX (360) 596-6181 <http://osd.wednet.edu>

**Equal Employment Opportunity:**

Olympia School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. Auxiliary aids and services will be provided upon request to individuals with disabilities. The following employee(s) have been designated to handle questions and complaints of alleged discrimination: Title IX Officer – Michael Hart, (360) 596-8545, [mhart@osd.wednet.edu](mailto:mhart@osd.wednet.edu); Executive Director of Elementary Education – Autumn Lara, (360) 596-8534, [alara@osd.wednet.edu](mailto:alara@osd.wednet.edu); Section 504 and ADA Coordinator (Students) – Ken Turcotte, (360) 596-7530, [kturcotte@osd.wednet.edu](mailto:kturcotte@osd.wednet.edu); ADA Coordinator (Staff) – Starla Hoff, (360) 596-6185, [shoff@osd.wednet.edu](mailto:shoff@osd.wednet.edu); Affirmative Action Officer and Civil Rights Compliance Coordinator – Scott Niemann, (360) 596-6185, [sniemann@osd.wednet.edu](mailto:sniemann@osd.wednet.edu). Address: Knox Administrative Center, 111 Bethel St NE, Olympia, WA 98506.

The Olympia School District will provide reasonable Accommodations to enable persons with disabilities the opportunity to apply for open positions and to participate in District interview procedures. Persons with disabilities or are in need of translation services are asked to notify the Human Resources Office at least three days prior to the date on which the requested accommodation is needed. Human Resources Officer: Voice: (360) 596-6185 or TDD: (360) 596-7537 or FAX: 360-596-6181.