

AMADOR COUNTY OFFICE OF EDUCATION  
SPECIAL EDUCATION MILD/MODERATE TEACHER

DEFINITION:

The Special Education Mild/Moderate (M/M) Teacher works under the direction of the School Principal and the Director of Special Education, providing instruction, assessment and program planning for special education students with mild to moderate disabilities. The M/M Teacher is responsible for monitoring and evaluating student progress and behavior; researching, obtaining and providing instructional materials for special education services; serve as an informational resource for students, parents, District personnel and community organizations; working within a pull-out/push-in environment or within a self-contained classroom.

ESSENTIAL JOB TASKS:

1. Provide instruction, assessment and program planning for special education students with primary learning disabilities, mild to moderate intellectual disabilities, other health impaired, autism, and/or serious emotional disturbances; participate in preparing Individual Education Plan (IEP) goals and objectives for eligible students; suggest alternate resources, programs or interventions for ineligible students.
2. Monitor and evaluate progress and behavior of eligible special education students; prepare progress reports and report card grades as appropriate.
3. Research, obtain and provide instructional materials for special education services.
4. Serve as an informational resource for students, parents, District personnel and community organizations; respond to inquiries and provide information, recommendations and interpretation of student records.
5. Interpret assessment results for team members; assist with writing behavior support plans.
6. Prepare and maintain a variety of records and reports related to assigned activities and student progress and behavior; retrieve official records for parents and District personnel as requested.
7. Coordinate and conduct various team meetings and implement team recommendations as assigned.
8. Train and provide work direction and guidance to assigned personnel; organize and conduct in-services staff as directed.
9. Operate a variety of office and classroom equipment including a computer and assigned software
10. May be responsible for assisting students who have toileting and hygiene needs.
11. Perform related duties as assigned.

KNOWLEDGE of:

AMADOR COUNTY OFFICE OF EDUCATION  
SPECIAL EDUCATION MILD/MODERATE TEACHER

- ✓ Practices and procedures of instruction, assessment and program planning for special education students with primary learning disabilities, mild to moderate intellectual disabilities, other health impaired, autism, and/or emotional disturbances.
- ✓ Basic subjects taught in District schools including mathematics, reading, writing, language arts.
- ✓ Correct English usage, grammar, spelling, punctuation and vocabulary.
- ✓ Child guidance principles and practices related to children with special education needs.
- ✓ Classroom procedures and appropriate student conduct.
- ✓ Problems and concerns of students with special needs.
- ✓ Applicable laws, codes, regulations, policies and procedures.
- ✓ Research methods, report writing and record keeping techniques.
- ✓ Effective communication skills.
- ✓ Interpersonal skills using tact, patience and courtesy.
- ✓ Record-keeping and report preparation techniques.
- ✓ Operation of standard office and classroom equipment including a computer and assigned software.

SKILLS/ABILITIES:

- ✓ Provide instruction, assessment and program planning for special education students with primary learning disabilities, mild to moderate intellectual disabilities, other health impaired, autism, and/or serious emotional disturbances.
- ✓ Monitor and evaluate student progress and behavior.
- ✓ Research, obtain and provide instructional materials for special education services.
- ✓ Serve as an informational resource for students, parents, District/County personnel and community organizations.
- ✓ Understand and relate to students with special needs.
- ✓ Follow County organization, operations, policies and procedures.
- ✓ Follow department and program procedures and goals.
- ✓ Interpret, apply and explain policies, procedures, rules and regulations.
- ✓ Communicate effectively in writing.
- ✓ Establish and maintain cooperative and effective working relationships with others.
- ✓ Analyze situations accurately and adopt an effective course of action.
- ✓ Prioritize and schedule work.
- ✓ Maintain records and prepare reports.
- ✓ Operate standard office and classroom equipment including a computer and assigned software.
- ✓ Maintain consistent, punctual and regular attendance.
- ✓ Ability to exchange information.

QUALIFICATIONS:

Education Specialist Instruction Credential –Mild/Moderate Disabilities  
or

AMADOR COUNTY OFFICE OF EDUCATION  
SPECIAL EDUCATION MILD/MODERATE TEACHER

Specialist Instruction Credential – Special Education/Learning Handicapped  
or  
Equivalent Credential

Added Authorization in Autism Spectrum Disorder (or current enrollment in an approved program to obtain autism authorization)

LICENSE:

Possession of a valid California Drivers' License and current proof of insurance may be required.

REQUIREMENTS:

TB Clearance  
Department of Justice Fingerprint Clearance

PHYSICAL ABILITIES:

The employee must be able to:

- Lift/carry 65 pounds occasionally (less than 33% of the time).
- Lift/carry 40 pounds frequently (34-66% of the time).
- Lift/carry 20 pounds constantly (67-100% of the time).
- Push with a maximum force of 25.2 pounds on objects.
- Pull with a maximum force of 80 pounds on objects.
  
- Possess dexterity of hands and fingers to operate a computer keyboard and adjust computer equipment with accommodations if necessary.
- Bend at the waist, kneel, or crouch. Sit or stand for extended periods of time.  
Climb a stool or ladder and reach above shoulders.

SALARY:

County Certificated Salary Schedule – 183 days