

CLASSIFICATION SPECIFICATION

FLSA:	EXP	Job Code:	ACV38711
Job Class Code:	250	Salary Schedule:	AREG
EEO Category:	02	Grade:	18
Workers Comp Code:	8833		

Job Code Established:	09/28/92	Effective Date:	
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Special Education

JOB CODE TITLE: TEACHER – SPECIAL PROGRAMS

HRIS TITLE: TEACHER SPCL PRGS

CHARACTERISTICS OF THE CLASS: Works under the general supervision of a first-line program supervisor and exercises independent judgment within established program policies and procedures. Has the authority determine appropriate educational/vocational assessments; to develop individual education program plans including goals, objectives and curriculum assignments; to establish classroom rules and regulations and develop appropriate behavioral management programs; may assign and review work of others. Teaches and/or models appropriate instructional techniques for paraprofessional staff in elementary, secondary, prevocational, vocational or special education classes for clients in one of the State's psychiatric or developmentally disabled facilities; develops curricula; provides individual or group instruction; may lead or supervise paraprofessional staff; and performs related work as required. Work product consists of required educational/vocational instruction for seriously emotionally, mentally and/or physically handicapped clients provided. Responsible for providing instructional, vocational and educational opportunities to clients as part of their total treatment program; administers, evaluates and interprets standardized educational and behavioral assessments; develops, writes and implements Federal grants for preschool programs; may serve as a member of the program unit treatment team; for supervisory or lead work functions as assigned.

EXAMPLES OF DUTIES: Provides individual and group instruction to clients with severe emotional, mental, and/or physical problems. Teaches and/or models appropriate instructional techniques for paraprofessional staff in elementary, secondary prevocational, vocational and/or special education classes. Develops individual program plans (IPP) and daily lesson plans (curricula). Evaluates student assignments and monitors daily progress and achievements. Administers, scores, and interprets standardized vocation/educational evaluations and diagnostic tests to measure functioning level. Confers with administrative staff, presenting and resolving difficult problems or questions and discussing plans and actions to be taken. Writes lesson plans based on the needs of individual students. Prepares teaching materials, bulletin boards, picture displays, interest centers and other materials to maintain an attractive educational environment. Gives direction to teacher aids and security personnel. Assists education program administrators in planning or developing new programs. Attends staff and treatment team meetings. Prepares a variety of reports. May schedule and supervise the work activities of paraprofessional staff assigned to the work unit. Performs related work as required.

WORK CONDITIONS: Works in a stressful and hazardous environment due to association with clients who may be dangerous to self, dangerous to others and/or significantly disabled.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: educational processes and theories as they relate to the seriously emotionally, mentally and/or physically handicapped; the scope and sequence of academic, vocational and social curricula, counseling techniques and teaching strategies; the principles and practices of educational or vocational assessment, evaluation and interpretation; behavioral management systems and processes; Federal and

State statutes and agency rules, regulations, policies and procedures relating to the area of assignment; first aid and safety practices and procedures; behavioral management; subject area taught.

Skill/Ability to: the administration, evaluation and interpretation of educational/vocational assessments; the provision of academic, vocational and special education instruction to clients with severe mental and/or physical handicaps; oral and written communications; the preparation of technical and administrative reports; the development and implementation of behavior management programs.

Experience and Education: Typical ways to obtain the KSAs would be: Bachelor's degree from an accredited college or university and one year professional level teaching experience; OR three years vocational/trades experience or experience involving the development/implementation of individual program plans/client training programs for handicapped persons may substitute for the year of professional level teaching experience. Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.

SPECIAL SELECTION FACTORS: Full certification or certification with "allowable" deficiencies, by the Arizona Department of Education, in Elementary Education, Secondary Education, Special Education, Vocational Education, Adult Vocational Education, or Adult Education is required for appointment to positions in this class.