

SPECIAL TEACHER

KIND OF WORK

Professional academic/vocational technical classroom instruction to students/clients in a State Agency.

NATURE AND PURPOSE

This job class specification is intended to provide a general description of a broad range of work activities performed by classroom teachers in a variety of work settings such as the Faribault Academies for the Blind and Deaf, Correctional and Human Services facilities. The classification titles encompassed in this class specification range from Special Teacher: 5yr Voc Lic, Class Code 002385, to Special Teacher: MA/MS+Lic+45Gr, Class Code 003701. Representative job classification titles are as follows:

<u>Class Code</u>	<u>Class Title</u>
002708	Special Teacher: 5yr Voc Lic+45
000683	Special Teacher: BA/BS+Lic
002384	Special Teacher: MA/MS+Lic+15gr

Under limited supervision, employees in these classes instruct students who are visually, aurally, or developmentally disabled or students/clients in correctional and human services facilities. Subjects taught include standard elementary and secondary school subjects, industrial arts, home economics, and Braille, as well as, vocational trades. Instruction is adapted to the student's capabilities and needs. The teacher is responsible for developing instructional procedures.

Employees in these classes provide educational/vocational testing and assessment of student/clients for participation in academic and vocational programs, client self-development and job assignments. Education is also intended to enhance social-occupational skills, life skills and study skills. Performs related work as required.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Applies special methods of sight conservation as directed by an ophthalmologist.

Assesses the learning style and education gaps of enrolled students/clients, completes educational planning, and recommends appropriate programs for each student.

Attends appropriate professional development opportunities and incorporates relevant new strategies, techniques, and curriculum into the classroom.

Develops and implements academic preparation programs to improve student/client skills.

Evaluates and documents student/client progress in accordance with the learning plans and goals.

Instructs students/clients in one of several trades and provides for practical experience in the techniques of the trade.

Maintains scholastic and attendance records and writes reports.

Provides educational programming and classroom teaching while maintaining an academic environment conducive to learning.

Presents topics at professional workshops, conferences, and correctional meetings.

Studies the needs of individual students and gives special individual instruction and assistance to facilitate learning.

Teaches elementary or secondary school subjects to students with special needs.

Teaches physical and health education, coaches athletic teams and organizes intramural sports programs.

Teaches special methods of communication such as sign language and lip reading to deaf students and Braille to the visually impaired.

Maintains supplies and materials so students have materials available at all times.

Plans and directs extra-curricular activities.

Prepares, administers and grades examinations.

Provides basic and remedial instruction for students/clients enrolled in programs to acquire technical/vocational competencies.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Academic/vocational subject matter taught and the field of specialization.

Modern methods of special education as applied to teaching students/clients with a variety of learning and physical disabilities.

Modern methods of vocational/technical educational instruction.

Educational philosophy, theory and practice, school curriculum and teacher preparation.

Eye diseases and defects, eye hygiene and methods of eye testing, and sight saving materials and equipment.

Principles, practices and recent trends of their area of specialization.

Principles and practices of educational program evaluation and assessment of student achievement.

Mission and function of the state agency relating to the educational needs of students/clients.

Psychology of visually, aurally or developmentally disabled students/clients.

Ability to:

Assess educational needs and behavioral problems of each student/client and develop programs/techniques to meet those needs.

Develop an educational program and to analyze and make recommendations for changes.

Effectively communicate orally and in writing with students, educational staff and the public.

Motivate students/clients with special educational needs.

Solve problems being sensitive to cultures, practices and the special needs of students/clients.

Stimulate interest and secure the cooperation of the students/clients.

Train and delegate assignments sufficient to accomplish program objectives to further develop individual skills.

Understand and communicate in sign language as appropriate.

Use all the tools and technologies of the vocational subjects taught by vocational teachers.

LICENSURE REQUIREMENTS (varies depending on the educational services and students/clients being served)

Academic Licensure: Must have a Bachelor's degree from an accredited college or university that would make him/her eligible to receive a teaching license from the State Department of Children, Families and Learning.

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Vocational Licensure: Must be eligible to receive a vocational license or provisional license from the State of Minnesota.

Est: 7/45
 Rev: 7/67, 10/93, 11/05/02
 Ckd:

T.C:
 Formal Title(s):

The following is a complete list of all Special Teacher job classes covered by this class specification:

<u>Class Code</u>	<u>Job Class Title</u>	<u>State Agency</u>
002385	Special Teacher:5yr Voc Lic	Corrections
000690	Special Teacher:5yr Voc Lic+15	Corrections
002386	Special Teacher:5yr Voc Lic+30	Corrections
002708	Special Teacher:5yr Voc Lic+45	Corrections, Human Services
000683	Special Teacher:Ba/Bs+Lic	Corrections, Faribault Academies
002382	Special Teacher:Ba/Bs+Lic+15	Corrections, Faribault Academies
000684	Special Teacher:Ba/Bs+Lic+30	Corrections, Faribault Academies
002383	Special Teacher:Ba/Bs+Lic+45	Corrections, Faribault Academies, Human Services
002707	Special Teacher:Ba/Bs+Lic+60	Corrections, Faribault Academies, Human Services
000685	Special Teacher:Ma/Ms/5yr+Lic	Corrections, Faribault Academies, Human Services
002384	Special Teacher:Ma/Ms+Lic+15Gr	Corrections, Faribault Academies, Human Services
000686	Special Teacher:Ma/Ms+Lic+30Gr	Corrections, Faribault Academies, Human Services
003701	Special Teacher:MA/MS+Lic+45Gr	Corrections
000689	Special Teacher:Voc Lic	