



Pickens County Board of Education Job Descriptions

OTHER HEALTH IMPAIRED (OHI) SPECIAL EDUCATION

TEACHER

TITLE/POSITION

RETIREMENT: Teacher Retirement System of Georgia

TERMS OF EMPLOYMENT: 190 Days

REPORTS TO: Principal and Special Education Coordinator

QUALIFICATIONS: Valid Georgia certification on Special Education.

EVALUATION: Performance of this job will be evaluated annually in accordance with provisions of the Board's Policy on evaluation.

RESPONSIBILITIES:

- Work with parents/guardians to develop and provide an appropriate special education program to eligible exceptional children.
- Complete designated follow-up procedures for students referred for special education service.
- Develop, implement, monitor, and review the Individual Education Program (I.E.P.) of each handicapped student on the caseload, at least annually.
- Work with parents in all aspects of their child's educational program.
- Compile, maintain and submit all required reports.
- Provide educational services according to the guidelines of the program and through the established delivery model for service.
- Assure all due process procedural safeguards are afforded students and their parents.
- Use special methodology for instruction, according to the population needs.
- Use carefully designed behavior management strategies, as indicated.
- Administer, on an on-going basis, evaluation of students and progress toward mastery of established goals and objectives.
- Serve as a resource to the regular education teachers who teach mainstreamed exceptional students.
- Perform special duties required for meeting the unique needs of specific populations, i.e., lifting physically handicapped.
- Participate in training programs to increase skills proficiency related to the assignment.

- Review current development, literature, and technical source information related to job responsibilities.
- Ensure adherence to good safety procedures.
- Follow federal and state laws, as well as Board policies.
- Perform other duties as assigned.