



## **Special Education Teacher - Esther B. Clark School**

**Esther B. Clark School is a non-public school and is part of a larger organization—Children's Health Council (CHC). The mission of CHC is to help children with ADHD, LD, Anxiety & Depression and Autism by promoting Social Emotional Learning, Academics, Executive Functioning and Physical Development.**

At Children's Health Council (CHC), we've been helping children and families for 60 years. Our Center, two schools and a Community Clinic, serve families in the Silicon Valley as well as the greater San Francisco Bay Area. Our areas of expertise include learning differences, anxiety and depression, ADHD and Autism. We also provide excellent parent education services and parent consultations.

At CHC, we uncover a world of promise and potential in every child. Using a personalized approach, we help your children become happier, more resilient and more successful. Our employees are encouraged to bring their ideas, experiences and perspectives, gleaned from their varied backgrounds, to the workplace. We strive to create an environment in which all employees can contribute to their fullest potential to make an impact in the lives of the children we help

### **Job Summary:**

Under the direction of the Assistant Director, the Esther B. Clark Teacher carries out the primary responsibility for developing and teaching curriculum based on Common Core standards as well as Individualized Educational Plan goals.

### **Essential Duties and Responsibilities:**

- Prepare curriculum in core academic areas to address each student's needs.
- After thorough review of records, develop working knowledge of each student's learning challenges, formulate goals and objectives to address them and implement appropriate instructional programs to facilitate progress.
- Monitor each child's progress on the IEP by constructing a portfolio of each child's work over time, periodically reviewing it with the child/parent and by administering formal and informal testing.
- Co-facilitate three formal parent conferences per year with follow up written summary; communicate progress via phone and email as necessary.
- Prepare and update written annual IEP goals and objectives.
- Present proposed goals at IEP meetings to district representatives, parents, and mental health representatives.
- Co-facilitate weekly team meetings with Behavior Specialist.
- Provide direction to classroom assistant weekly so that the assistant can help manage materials, run small groups, supervise students
- Meet on a bi-weekly basis for supervision with team/Academic Program Specialist and Assistant Director
- Attend all school staff meetings, academic, and IEP meetings.
- Punctuality and attendance are of the essence.
- Performs other related duties as required and assigned.



**Accountability:**

- Ensure that school policies and procedures are carried out.
- Ensure that CA Educational Code is adhered to.
- Adhere to CHC Employee Handbook.
- Ensure the Child Abuse and Neglect Reporting Law are adhered to.
- Protect the confidentiality of client/student and families
- Ensure maintenance of special education credential through required continuing education or pursuit of advanced degree.

**Qualifications/Guidelines:**

- Possess at least an *intern level special education credential*; Master's Degree preferred.
- Have recent experience working in classroom of ED children and understand the etiologies of students who have anxiety, attention, mood dysregulation and specific learning challenges.
- Seek to work on an interdisciplinary team.
- Have practical knowledge of Core Curriculum, Universal Design for Learning, differentiated instruction and have implemented these instructional approaches in previous work environment.
- Adept at identifying accommodations and interventions that will facilitate an optimally successful learning experience for each student.
- Have strong interpersonal skills with both professionals and students.
- Have experience preparing and presenting Individual Educational Plans (IEPs).
- Comfortable using new technologies (SMARTboards) and incorporating emergent software.
- Possess strong positive behavior management skills.

**Knowledge/Ability/Skills:**

- Knowledge of and classroom teaching experience with children who have serious emotional disturbances and learning disabilities.
- Ability to develop, prepare, deliver and monitor IEP's based on identified skill and deficit areas as well as Common Core standards.
- Knowledge and experience developing, reporting and administering IEP plans.
- Ability to work on an inter-disciplinary team and to provide guidance/supervision to teaching assistants/interns.
- Knowledge of basic computer skills and preferably using new technologies such as SMARTboards.

**Education/Training:**

- Valid CA Special Education credential or intern credential.
- MEd and advanced workshop level training in teaching students with learning disabilities preferred.

**Physical Requirements:**

- Ability to undergo training and implementation of Pro Act.
- Ability to stand and sit for extended periods of time for instruction and supervision.



**Special Job Requirements:**

- Ability to work certain evenings for scheduled events such as Open House, Achievement Night, staff training, and IEP meetings.
- Valid CA driving license.

**Contact with Others:**

- Ability to communicate clearly in oral and written form.
- Ability to articulate expectations to classroom team and students.

**To apply, please send your resume with salary requirements to [jobs@chconline.org](mailto:jobs@chconline.org) and reference "Teacher at EBC" in the subject line.**

*Children's Health Council (CHC) supports workforce diversity. We are an Equal Opportunity Employer and believe in treating each employee and applicant for employment fairly and with dignity. We will provide employment opportunities without regard to race, religion, color, creed, national origin, gender, orientation, age, disability, medical condition, marital status, veterans' status or any other classification protected by employment discrimination laws. When necessary, CHC also makes reasonable accommodations for employees with disabilities in accordance with individual needs, business realities and applicable laws.*