JOB ANNOUNCEMENT

Resource Specialist Teacher
Charter Middle School

500 Lucas Ave.
Los Angeles, CA 90017
Tel: (213) 250-4800

Please submit your updated resume to HR17@paralosninos.org for immediate consideration.

ORGANIZATIONAL PROFILE
Para Los Niños (PLN) is a nonprofit organization whose mission is to help children and their families succeed in school and in life. Founded in 1980 as a child development center for 45 children living in Skid Row hotels, the organization has grown to annually provide comprehensive services to over 20,000 children and their families living in poverty. Our programs include early childhood education, elementary and middle school, family services, mental health, youth development and workforce services.

DEFINITION:
Under the supervision of the School Principal; the Resource Specialist Teacher provides instruction and services for those pupils whose needs have been identified in an individualized education program developed by the individualized education program team and who are assigned to regular classroom teachers for the majority of a school day.

DUTIES:

• Provides direct instruction in the academic areas to special education program pupils on a one-to-one or small group basis, either in the resource room or the regular classroom.
• Refers pupils who do not demonstrate appropriate progress to the individualized education program team.
• Coordinates special education services with the regular school programs for each pupil with special needs enrolled in the Resource Specialist Program.
• Monitors pupil progress on a regular basis, participating in the review, revision of individualized education programs, as appropriate.
• Provides a positive learning environment that stimulates student learning and maintenance of skills.
• Provides consultation, resource information and material regarding individuals with special needs to their parents and to regular staff members.
• Consults with parents and regular classroom teacher regarding students who have been admitted to the Resource Specialist Program.
• Supports the policies and programs of the LAUSD/PLN district and perform assigned duties consistent with school, District and Special Education policies, regulations and procedures.
• Evaluates and reviews pupils’ academic and social progress.
• Applies effective classroom management techniques.
• Utilizes evaluation data for the modification of instruction and curriculum.
• Assists Teachers in writing Present Levels of Performance
• Provides Professional Development on a variety of special education topics.
• Maintains professional competency by actively participating in training activities and other similar opportunities provided to staff.
• Attends regular and special staff meetings and actively participates as a member of the educational team.
• Creates and maintains Individualize Education Program (IEP) records on the LAUSD Welligent Database.
• Carry out mission, vision, and values established by Para Los Niños’ president/CEO and board of directors, as well as those established by the Charter School.
• Participate in the overall agency accreditation/continuous quality improvement processes.
• Performs other duties as assigned by Supervisor.

QUALIFICATIONS:
The requirements listed below are representative of the knowledge, skills, and/or abilities required to perform the job successfully.

Education and Experience:
• Possess valid California Special Education Teaching credential. Mild/Moderate or Moderate/Severe Certification. Fully Credentialed
• Minimum 4 years teaching experience and at least two years of professional training and/or experience with special education students.

Knowledge, Skills, Abilities, and Personal Characteristics:
• Knowledge of the Individual with Disabilities Education Act (IDEA) and California State Special Education laws and regulations.
• Ability to provide consultation and screening to determine eligibility for special education services.
• Knowledge of resources available to parents of special education students.
• Ability to provide in-service training, including curriculum resource to regular staff.
• Knowledge of IEP process
• Ability to monitor and evaluate pupil progress by observation and informal assessment.
• Experience in design and implementation of behavioral strategies and plans.
• Ability to work independently and efficiently to meet program objectives
• Good communication and interpersonal skills
• Bilingual (E/S) required; BLCAD preferred

Special Requirements:
• Must have a reliable automobile for use on the job (mileage to be reimbursed). Valid California Driver License, State required automobile insurance coverage;
• TB clearance, to be renewed every two years

PHYSICAL REQUIREMENTS:
To perform this job the individual must be able to carry out all essential functions satisfactorily. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of the job.

Approximately 50% of time is spent sitting, while frequently required to walk, stand and bend. Must be able to talk and hear well. Good vision is imperative. Occasionally required to stoop, kneel, crouch or crawl. Employee will be required to lift and/or move unassisted up to 25 pounds.

Salary: Commensurate based on education and experience
Status: Exempt/Part-time, Work Schedule 9:00 a.m.-3:00 p.m., three (3) days a week
Location: Downtown Los Angeles Area

Position is open until this announcement no longer shows on our website.

Para Los Niños is an equal opportunity employer