



ONEONTA CITY SCHOOLS

COMMITTED TO EXCELLENCE

JOB DESCRIPTION

TITLE: Special Education Teacher – Oneonta Middle School

QUALIFICATIONS:

- Hold a valid Alabama Teacher's Certificate as related to the position.
- Must meet background clearance requirements as specified by Alabama Statutes and State Board of Education regulations.

REPORTS TO: School Principal and Special Education Coordinator

SUPERVISES: Students and assigned personnel

CONTRACT DAYS: 187 days.

SALARY: Salary is based on appropriate step on the approved OCS salary schedule.

EVALUATION: Performance will be evaluated in accordance with the Board's policy on evaluation of personnel.

JOB GOAL: To help students learn subject matter and skills that will contribute to their development as mature, able, and responsible members of society.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:

The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

1. Attend school during assigned hours.
2. Adhere to school system rules, administration procedures, local board policy, and state and federal rules and regulations.
3. Attend faculty and other assigned meetings.
4. Participate in the State Board and system required in-service and professional development.
5. Assists in implementing all policies and rules governing student life and conduct.
6. Perform reasonable duties necessary for the safe and effective operation of the school.
7. Maintains confidentiality regarding school/workplace matters in accordance with state and federal law.
8. Exhibit positive human relations skills and professional ethics.
9. Demonstrate proficiency in written and oral communication.
10. Demonstrate competency in the use of computers and available technology.
11. Contribute to the overall development of an effective school program.
12. Know teaching subject area and be properly certified.
13. Organize and communicate subject matter.

Reviewed and agreed to by: _____ Date: _____
 Printed name of employee Signature