

**PLANO INDEPENDENT SCHOOL DISTRICT
Job Description**

JOB TITLE:	Beyond High School Teacher	WAGE/HOUR STATUS:	Exempt
REPORTS TO:	Special Education Coordinator	PAY GRADE:	820
DEPT./SCHOOL:	Special Education, Administration	DATE REVISED:	4/20/2008

PRIMARY PURPOSE:

The Special Education Beyond High School Teacher is responsible for helping students transition between school and adult life by providing guidance, training, coaching and opportunities for students to gain community access, independent living skills, and employment opportunities.

QUALIFICATIONS:

Education/Certification:

Bachelor's Degree
 Special Education Teacher Certification
 Willingness to execute written employment contract with Plano ISD

Special Knowledge/Skills:

Experience working with young adults with disabilities.
 In depth knowledge of specialized instruction for students with special needs.
 Willingness to attend training to further skills and knowledge in curriculum and transition
 Experience preparing goals, conducting ARD meetings, and coordinating services for students with community agencies.
 Excellent communication skills.
 Willingness to execute written employment contract with Plano ISD

MAJOR RESPONSIBILITIES AND DUTIES:

- Develop lesson plans, materials and provide instruction for Community Based Learning using research based materials.
- Develop lesson plans, materials and provide instruction for Social Skills classes using research based materials.
- Supervise students on campus, during recreation, arrivals and departures from campus.
- Provide job coaching for students in volunteer and paid employment positions.
- Collaborate with the Special Education Coordinators, and campus staff regarding Beyond High School placements and instructional practices.

- Provide consultation to parents and employers implementing strategies.
- Follow all rules, regulations, and policies of Plano ISD and follow directives from superiors.
- Follow attendance policy as assigned by supervisor.
- Perform other functions that may be assigned by the Administration and/or supervisor.

SUPERVISORY RESPONSIBILITIES:

None

WORKING CONDITIONS:

Mental Demands:

Ability to communicate effectively (verbal and written); interpret policy, procedures, and data; maintain emotional control under stress.

Physical Demands/Environmental Factors:

Occasional prolonged and irregular hours (weekends, vacations, summer, evenings). Frequent standing, stooping, bending, kneeling, pushing and pulling. Occasional lifting up to 50 pounds. Prolonged use of computer and repetitive hand motions. Ability to drive students in the campus van to appropriate activities.

The above statements are intended to describe the general purpose and responsibilities assigned to this job and are not intended to represent an exhaustive list of all responsibilities, duties, and skills that may be required. The Administration and/or supervisor have the right to add or change duties at any time.

This job description supersedes all prior job descriptions for this position as well as rescinding all past and present job descriptions that do not reflect the current requirements of this position.

Approved by

Date

Reviewed by

Date