



RIALTO UNIFIED SCHOOL DISTRICT

Special Education Adult Transition Teacher Job Description

DEFINITION

Under direction of the school principal, organize and implement special education services for students with moderate/severe disabilities to enable them to be successful in the least restrictive environment. The role of the Adult Transition Teacher is to provide instruction in the domains of functional academics, domestic, community, vocation, recreation and leisure. The primary goal of the Adult Transition Teacher is to provide specialized academic instruction in an individualized program for students with disabilities in order to empower them to be independent, confident, and productive members of their community.

ESSENTIAL DUTIES

- Stay current on regulations and best practices pertaining to special education.
- Be the leader of IEP teams, facilitator of IEP meetings, conduct assessments, prepare IEP documents and maintain inter-agency and district contacts regarding IEPs.
- Communicate frequently with parents and district personnel
- Utilize positive behavior intervention techniques in the classroom and in the community
- Understand guidelines for suspension and expulsion of students with IEPs and ensure procedural rights.
- Design and maintain a class schedule with fidelity
- Provide specialized academic instruction and behavior support to students with special education needs to achieve IEP goals
- Effectively document data on student progress
- Implement programs and procedures recommended by transdisciplinary team members
- Guide the implementation of appropriate accommodations/modifications to ensure students' learning success
- Provide meaningful community based instruction aligned to student goals
- Link with community programs and resources to facilitate community based instruction
- Seek and provide resources to student regarding post-secondary options and adult services
- Work in conjunction with principal and teachers to enhance student achievement
- Implement district approved modified curriculum
- Implement district approved social skills curriculum
- Participate in professional development opportunities and implement learned strategies to meet student needs
- Demonstrate team leadership skills with paraprofessionals.
- Assist students with personal care when teacher attention is required
- Support the implementation of the school's improvement plan, goals and objectives.
- Adhere to state and district initiatives in all content areas for intervention practices.
- Attend Multi-tiered Systems of Support (MTSS) meetings.
- Attend site-based and district-based staff meetings
- Collaborate with staff members regarding effective instruction and intervention

QUALIFICATIONS

Knowledge of:

- Knowledge of evidence based practices
- Multi-tiered Systems of Support (MTSS) process
- Universal Design for Learning
- Specialized Academic Instruction
- Individualized Transition Plans

Ability to:

- Ability to communicate and interact effectively with students, teachers, parents, colleagues, and community leaders.
- Organize and implement structured community based lessons
- Communicate effectively with students and parents around student goals and progress
- Mentor and support students and hold them to high academic, socio-behavioral and community based standards.
- Be a strong team member who is self-reflective, implements feedback, and consistently seeks to improve his/her practice.

Experience and Education:

- Possession of a valid California Education Specialist Moderate/Severe credential.
- Possession of valid Autism Authorization.
- Possession of a valid California EL authorization or equivalent.

PHYSICAL DEMANDS

Physical class:

MODERATE WORK - lifting 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.

Work area requirements:

Regular classroom, on the playground, parking lot, bus stop areas and possibly field trips. Ability to traverse campuses and sites of 10 to 40 acres which would include asphalt, grass on playgrounds and dirt.

Physical requirements:

The time requirements are listed considering this wording and meaning:

Occasionally/Low - up to 3 hours			
Frequently/Medium - 3 to 6 hours		Fingering:	Frequently
Constantly/High - 6 to 8 hours plus		Carrying:	Frequently
Stooping: Occasionally		Standing:	Occasionally
Bending: Frequently		Kneeling:	Occasionally
Lifting: Frequently		Sitting:	Occasionally
Reaching: Frequently		*Driving:	Occasionally
Handling: Frequently		Walking:	Frequently
Grasping: Frequently		Push/Pull:	Occasionally

****Possession of a current California Driver's license, a DMV printout and the ability to be covered by the company auto insurance is required.***

Frequent motion:

Keyboarding:	Occasionally	Twisting:	Frequently
Wrist flexion:	Frequently	Elbow flexion/extension:	Frequently
Reaching to shoulder level:	Occasionally	Forward should/neck flexion:	Frequently
Reaching above should level:	Occasionally	Reaching below shoulder level:	Frequently

Sensory requirements:

Ability to see:	Constantly	Ability to hear:	Constantly
Ability to talk:	Constantly	Ability to smell:	Constantly
Ability to touch:	Constantly		

Must be able to deal with these environmental considerations:

Heat:	Yes	Odor:	Yes
Noise:	Yes	Humidity:	Yes
Moisture:	Yes	Fluorescent lights:	Yes
Floor may be slippery at times:	Yes	Working in close quarters with others:	Yes
Working inside: 95% of the day		Working outside:	5% of the day

This job requires:

Alertness:	Constantly	Recall of names and dates:	Yes
Attention to detail:	Constantly	The use of two hands:	Constantly
Ability to work in temperatures down to 40 degrees and up to 110 degrees.			

Ability to deal with psychological factors:

Team work: Yes
Repetitive Tasks: Yes - High
Must keep up with schedule: High
Able to work overtime as needed: Yes

Frustration: Medium
Level of responsibility: High
Flexible: Yes

Physiological Factors:

Have a high level of consciousness: Yes
Orientation to time, place or person: Yes
Ability to read at 12th grade level: Yes

Ability to comprehend and follow directions: Yes
Able to keep up a high activity level during the shift: Yes