



**Locator/Title:** 7-9200 Teacher - Summer Program  
**Division:** Special Education Division

**Last Revision:** 05/13/2002

Locator Number: 7-9200

**JOB DESCRIPTION**

**POSITION TITLE:** Teacher - Summer Program  
**DEPARTMENT/PROGRAM:** Special Education Program  
**REPORTS TO:** Special Education Supervisor/Principal,  
Special Education Summer Program

**General Responsibilities:**

To provide students with disabilities with a program that will enable them to reach their fullest physical, social-emotional, psychological, behavioral, and intellectual potential.

**Specific Duties:** (Illustrative only; not all inclusive)

1. Assesses students, both informally and formally, in order to provide an individualized classroom program.
2. Designs plans and appropriate activities to reach individual pupil IEPs.
3. Provides an individualized education program for handicapped students consistent with state education mandates and the program's goals and requirements.
4. Establishes a classroom environment that provides for the student's social/emotional and behavioral needs as well as academic needs including specific systems of motivation to students.
5. Assists and counsels students in making realistic assessment of their abilities in establishing educational and/or occupational goals.
6. Keeps attendance records and other reports/records pertinent to the program.
7. Provides, when warranted, continuous consultation and/or management outside of the classroom to appropriate personnel.
8. Assists other professional staff members in identifying, recommending, and resolving psychological or disciplinary actions unique to the students.
9. Confers frequently with parents, professional staff members, building level administrators, and supervisors regarding the students

educational, social/emotional, psychological, behavioral, and intellectual potential.

10. When appropriate, coordinates, and supervises work experience and on-campus job-training programs involving handicapped students.
11. Participate, when appropriate, in continuous professional growth and development related to the field of teaching and/or specific area(s) of expertise.
12. Provides selected material from the 10-month school year assignment to be used for summer programming.
13. Supervises student lunch period.
14. Assists other professional staff members in promoting a team approach to solving problems that occur in the six (6) week program.