



<b>JOB DESCRIPTION</b>	
<b>Position Title:</b>	Special Education Teacher/ Echo Center Associate DHH Teacher
<b>Supervisor:</b>	<b>Director of Echo Center</b>
<b>Revision Date:</b>	5/10/2024
<b>Classification:</b>	Full-time
<b>Department:</b>	<b>Faculty</b>

*Job Description – Special Education/Deaf and Hard of Hearing Associate Teacher  
at Echo Horizon School*

### **POSITION SCOPE:**

We are actively seeking a talented Special Education teacher who is interested in working with deaf and hard of hearing students. The Special Education Teacher/Deaf and Hard of Hearing (DHH) Associate position is primarily responsible for the planning, implementation, and assessment of goals and objectives related to the needs of a small group of DHH students in a listening and spoken language full-inclusion classroom. Areas of specialization include: listening and spoken language development, speech production, and social and academic skills. In addition, the Special Education/DHH Associate works collaboratively with the general education teacher(s) on grade-level appropriate curriculum planning and instruction in language arts, math, science and social studies, for innovation, creativity, integration between disciplines and integration of technology use throughout the program. Within the classroom, they establish inclusive communities and tend to the social and emotional needs of students while maintaining a high level of academic learning.

*The ideal candidate will:*

- Have exceptional organizational skills and follow through
- Have the ability to inspire and motivate people
- Have demonstrated leadership in hiring and evaluating teachers and in supporting their growth
- Have strong experience and success in leading collaborative, high functioning teams
- Have demonstrated leadership in project management, research, and building effective programs
- Have exceptional social emotional intelligence and interpersonal skills and the ability to lead with empathy
- Have the ability to work effectively with students, parents/guardians, and faculty to create an optimal learning environment for all students, DHH and hearing
- Have exceptional written and oral communication skills
- Be an independent problem-solver and a reflective practitioner

- Have exceptional multi-cultural competency skills in order to create a diversity responsive learning environment and to work effectively with a range of students and families from diverse backgrounds
- Take initiative and possess the ability to create, innovate, and implement action
- Be a good listener and mentor, setting high expectations while supporting students, faculty, and parents in achieving their goals
- Be an exemplary role model to students and faculty alike
- Have a good balance of visionary ideas and practical solutions
- Be an exceptional, caring teacher who is up-to-date on best practices in deaf education and child development

### **ESSENTIAL DUTIES - Special Education/DHH Teacher:**

- Work collaboratively as the Special Education/DHH teacher with the general education teacher(s) and specialists on grade-appropriate curriculum planning and instruction in language arts, math, science and social studies
- If the candidate does not already possess a DHH credential or DHH experience, they will be willing to receive training and/or coursework specific to the education of DHH students in order to implement effective techniques of mainstreaming deaf and hard of hearing children into the general education classroom
- Develop and implement IEPs for our DHH students by administering appropriate assessments and writing Present Levels of Performance (PLOP) reports and goals based on students' identified needs
- Support the management of hearing technology in the classroom
- Provide pre- and post-teaching of target vocabulary and concepts
- Create a safe, engaging, and inclusive classroom environment where all children are heard, supported, valued, and respected for their unique identity
- Maintain records on each child's progress and provide parents with oral and written reports of child's accomplishments.
- Attend all assigned faculty/staff meetings, in-services, team, and committee meetings
- Follow school policies and procedures as described in the faculty handbook
- Attend and support School events including, but not limited to, staff meetings, Echo Center Family Education program events, admission orientations, board/faculty events, professional development days, grade level gatherings, fundraising events, parent teacher conference days, or other days faculty members are required to work
- Assist with carpool, lunch and recess duties
- Cooperate with and support special school-wide events and special activities of Echo Horizon School Parent Association

## **PREREQUISITE EDUCATION, KNOWLEDGE, SKILLS & ABILITIES:**

- Credential/Degree in Special Education - DHH, Mild/Moderate Disabilities, Moderate/Severe Disabilities, Early Childhood Special Education OR California Multiple Subject Credential
- Knowledge of California Common Core standards
- Willingness to receive training and mentorship in the education of Deaf and Hard of Hearing students.
- Ability to work and communicate effectively in a team environment
- Excellent written and oral English communication skills and the ability to write a variety of documents (reports, emails, proposals, etc.)
- Ability to effectively and respectfully handle diverse issues involving parents

## **PHYSICAL AND MENTAL REQUIREMENTS:**

- Standing and sitting for extended periods of time
- Repeated squatting and bending
- Ability to work outdoors with no temperature control
- Correctable vision and hearing

**This job description is not intended to be all-inclusive and the employee may also be asked to perform other reasonably related job duties as assigned by their immediate supervisor and other school administration as required. All employees may be required to perform duties outside of their normal responsibilities from time to time as needed. Echo Horizon School reserves the right to revise or change duties as the need arises. This job description does not constitute a written or implied contract of employment.**

Echo Horizon School is proud to be an Equal Opportunity Employer. We do not discriminate on the basis of race, color, ancestry, national origin, religion or religious creed, mental or physical disability, medical condition, genetic information, sex (including pregnancy, childbirth, and related medical conditions), sexual orientation, gender identity, gender expression, age, marital status, military or veteran status, citizenship, or other characteristics protected by state or federal law or local ordinance.

\*\*\*Please send cover letter and resume to [careers@echohorizon.org](mailto:careers@echohorizon.org).