

# Lummi Nation School

Educational Excellence for the Future



2334 Lummi View Drive / Bellingham, WA 98226

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*'Working together as one to Preserve, Promote and Protect our Sche Lang en'*

## **JOB ANNOUNCEMENT**

**JOB TITLE:** Special Education (Sp Ed) Elementary School Teacher

**\*\*EXTENDED\*\***

**OPEN:** June 20, 2018

**EXEMPT:** No

**SALARY:** DOE - WA State Pay Scale

**SHIFT:** Day

**LOCATION:** Lummi Nation School

**DURATION:** Academic SY Contract

**CLOSES:** August 7, 2018

**JOB CODE:**

**DIVISION:** Education

**DEPARTMENT:** SpEd

**SUPERVISOR:** SpEd Director

**VACANCIES:** 1

**JOB SUMMARY:** To provide each Student with an individually-tailored IEP and learning experience needed to make progress toward educational goals established with the student's limitations and strengths in mind.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES** include the following, and other related duties as assigned.

1. Determine specific learning problems, skill deficiencies, or social adjustment difficulties of students and initiates remediation programs in these areas.
2. Provide students with tutoring for other classes.
3. Evaluate each student in terms of initial needs and progress toward remediation.
4. Prepare progress reports and year - end evaluations, administering pre-tests and posts-tests as appropriate and necessary.
5. Make available a wide range of teaching materials and equipment, including reading materials and many legals, instructional games, resource materials, and the like.
6. Counsel students in identifying and dealing with their academic and social problems.
7. Provide opportunities for students to explore life and career goals.
8. Establish and maintain standards of individual student behavior.
9. Work closely with other teachers to help the students maintain satisfactory class-work, homework, and behavior. Works closely with and keeps a written record of collaboration with other general education teachers, Speech Therapist, Occupational Therapist, Physical Therapist, Nurse, School Counselor, Special Education coordinator Administration and para-pro's to help the students maintain behavior
10. Help parents to understand the specific problems of educationally handicapped students and the goals and operation of the program, apprising them of problems and progress. Has annual Individual Education Program meeting with parents for each student including scheduling all above appropriate staff to attend.
11. Participate in selection and evaluation of students for admission to the program of education for such students.
12. Participate in case conferences about educationally handicapped students.

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14. Keep abreast of new developments in the field by reading journals and publications, attending professional society meeting, seminars, and the like, and discussing problems of mutual interest with others in the field.
15. Employee shall perform his or her employment duties which include implementation of the approved curriculum, including Success for All Reading Program, and attendance at all school-sponsored family nights, parent-teacher conferences, and in-service and professional development programs sponsored by the Lummi Education Department.
16. Document all contacts concerning each individual student and all collaborations with their SFA, Regular Education, and Related service providers
17. Conduct IEP meetings
18. Collaborate with TA's and teachers and all service, professionals, Awareness of BIA, and Federal requirements and documentation.
19. Maintain service logs for services as outlined in student IEP's
20. Employee shall perform his or her employment duties which include implementation of the approved curriculum, and attendance at all school-sponsored family nights, parent-teacher conferences when necessary, and in-service and professional development programs sponsored by the Lummi Education Department.

**KNOWLEDGE, ABILITIES AND SKILLS:**

- Experience and knowledge of implementation of successful behavior management programs
- Experience working with students with behavior disabilities.
- Experience working with Native American Youth and/or diverse backgrounds preferred.
- Previous work experience with elementary students preferred.
- Ability to maintain confidentiality of records and information.
- Ability to maintain strict confidentiality at all times

**MINIMUM QUALIFICATIONS:**

- BA Degree or Higher
- Special Education Endorsement
- Valid K-8 Washington State Teaching Certificate.
- Possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

**REQUIREMENTS:**

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- This position requires regular contact with or Control over Indian Children and is therefore subject to an extensive Criminal Background Check and CAMIS Check with Washington State Patrol and Federal Bureau of investigation Fingerprint Clearance.
- Must follow LIBC #501 Rules of conduct that will protect the interests and safety of all employees Demonstrated ability to work with Native American students.
- Proof of U.S. Citizenship.
- Must be able to adhere to strict attendance expectations of the Lummi Nation School.

**EVALUATION:**

- Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

**TERMS OF EMPLOYMENT:**

- All elements of this job description apply.
- Academic School Year (12 Month Teacher Contract)
- Salary depends on WA State Teacher Pay Scale.
- 90 Day Probationary Evaluation Period Applies.

**TO APPLY:**

To obtain a Lummi Indian Business Council (LIBC) application go to: <http://lnnr.lummi-nsn.gov/LummiWebsite/Website.php?PageID=376> or request by e-mail [libchr@lummi-nsn.gov](mailto:libchr@lummi-nsn.gov) For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.