

# 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 Teacher- Elementary  
Lummi Nation School (LNS)

**\*\*Re-Advertise\*\***

**OPEN:** June 11, 2021

**EXEMPT:** No

**SALARY:** LNS Teacher Pay Scale DOE

**SHIFT:** Day

**LOCATION:** Lummi Nation School

**DURATION:** SY – 12 Month Teacher Contract

**CLOSES:** Until Filled

**JOB CODE:**

**DIVISION:** Education

**DEPARTMENT:** SpEd

**SUPERVISOR:** SpEd Director

**VACANCIES:** 2

**JOB SUMMARY:** To provide each Student with supports outlined in student IEPs. and provide learning experiences 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. Identify learning difficulties, skill deficiencies, or social adjustment difficulties of students and initiates remediation programs in these areas.
2. Ensure students are provided with support to be successful an all classes.
3. Evaluate each student in terms of initial needs and progress.
4. Prepare progress reports, maintain service logs, conduct weekly progress monitoring.
5. Maintain regular communication with parents and log communication in contact logs.
6. Administer pre-tests and posts-tests as appropriate and necessary.
7. Provide pre-teach and re-teach opportunities as needed for students.
8. Make available a wide range of teaching materials and manipulatives for teacher and student use.
9. Provide opportunities for students to monitor progress and set goals.
10. Establish and maintain standards of individual student behavior.
11. Work closely with other teachers to help the students maintain satisfactory classwork, homework, and behavior.
12. Conduct academic assessments for evaluations.
13. Familiarize self with student IEP's at the beginning of each school year or upon arrival of a new student on caseload.
14. Generate a spreadsheet of IEP and evaluation due dates at the beginning of each school year.
15. Work closely with and maintain a written record of collaboration with teachers, paraprofessionals and related service providers.
16. Help parents to understand the student's disability and the goals and operation of the program, apprising them of problems and progress
17. Prepare for and participate in annual Individual Education Program meetings and evaluations.
18. Participate in selection and evaluation tools.
19. Assist general education teachers in the pre-referral process and ensure all required documents are obtained.
20. Keep abreast of new developments in the field by reading journals and publications, attending professional development, and webinars.

21. Employee shall perform his or her employment duties which include implementation of the approved curriculum. Attend at all school-sponsored family nights, parent-teacher conferences, and in-service and professional development programs sponsored by the Lummi Education Department.
22. Maintain service logs for services as outlined in student IEP's

#### **MINIMUM QUALIFICATIONS:**

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

#### **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

#### **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.
- Obtain a CPR, First Aid and Mandatory Reporting certification and participate in annual CPR/First Aid Training.

#### **TERMS OF EMPLOYMENT:**

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

#### **EVALUATION**

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

#### **TO APPLY:**

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobNow.php> 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.