



Job Description

Title: Special Education Resource Teacher
Division: Making Waves Academy Richmond
Location: Richmond, CA
Reports to: SPED Director
Status: Full-time, Exempt (During the Academic Year)
Supervises: Special Education Instructional Aide

Position Summary

The role of the **Special Education Resource Teacher** is to work with students who have special needs in their regular classroom or a separate, designated classroom. As a Special Education Resource Teacher, you focus on providing extra help and individualized learning techniques to students with disabilities or special needs. Your job duties include collaborating with general education teachers to determine how to best accommodate and modify lessons based on each student's individual needs, working with your students to enable them to learn at their pace, and communicating progress and challenges to parents. Students on IEPs are included in the general education environment for a majority of the school day.

Primary Responsibilities

Instruction/Support

- Create and revise culturally relevant, effective, best practice and MWA compliant unit and lesson plans aligned with Common Core and California State curricular standards; these lesson plans and unit plans are differentiated and designed to engage and challenge middle and high school students.
- Support students in a manner that enables them to learn at their pace, also communicating progress and challenges to parents.
- Plan, prepare, and deliver differentiated curriculum based on content standards and grade-level expectations.
- Implement and maintain positive behavior support program using appropriate techniques that complement treatment for the students.
- Participate in collaborative meetings and development of students' individual education plans.
- Complete required documentation for IEPs and Progress Reports in a timely manner.
- Differentiate instruction according to varied learning styles, including child cognitive and social development.

Assessment

- Create and consistently use Formative and Summative Assessments that embed and provide students practice for unit tests, finals, and standardized tests such as the PSAT, SAT, and SBAC.
- Manage a formalized student and parent engagement plan that details engaging students and parents, as well as provides metrics to measure growth and development, socially and academically, on a quarterly basis.
- Administer, analyze and reflect upon quantitative and qualitative student data (school wide benchmark data and classroom data) to inform instructional practice.

Additional Responsibilities and Expectations

Mission Alignment

- Communicate and build relationships with staff, faculty, students, and their families in the culturally and linguistically diverse MWA community.
- Commitment to become an active participant in the school community – attend weekly division-specific professional development sessions, school performances, school assemblies, extracurricular activities, field trips and conduct home visits, if needed.

Other

- Perform additional duties as assigned.

Work Environment

This job operates in a classroom environment. This role routinely uses standard classroom equipment such as laptop computers, photocopiers, whiteboards and Chromebooks.

Physical Demands

While performing the duties of this job, the employee may be required to sit or stand for long periods of time, and lift items more than 10 lbs.

Travel

Some travel required for MWA related events, such as workshops or conferences.

Qualifications

Experience

- 2-3 years minimum of relevant professional work experience required
- Prior teaching experience desirable
- Knowledge of child cognitive development and different learning styles
- Experience working with students and families from historically underserved communities
- Dedication, commitment and resilience to succeed in an urban public school
- Strong understanding of California's A-G college readiness requirements
- Ability to create lesson plans and adapt lesson plans
- Familiarity with reading and analyzing data
- Previous mentorship experience desirable
- Understanding and ability to implement restorative justice practices

Skills

- Highly effective communication skills
- Skills in designing and revising authentic, culturally relevant, standards-based lesson plans for high school students
- Ability to adapt and align with school-related initiatives
- Highly organized, goal-oriented, and focused on outcomes
- Ability to communicate with, teach and build relationships with students and their families in the culturally and linguistically diverse MWA community

- Demonstrate an understanding of technology and literacy learning platforms (PowerSchool, Canvas, Blackboard, Google Drive and Calendar, Khan Academy, Newsela, Zinc/Springboard, etc.)
- Professional orientation – appearance, communication, organization, and attitude

Education

- Bachelor's Degree required
- California K-12 Special Education Teaching Credential or enrollment in a credential program required (mild/moderate)
- Passing scores on CBEST and CSET required
- RICA Certifications
- CLAD/BCLAD

Preferred

- Advanced Degree in Education or related field preferred
- Spanish language proficiency preferred but not required