

PRESTON COUNTY SCHOOLS
731 Preston Drive, Kingwood, West Virginia 26537
304-329-0580 - Fax 329-0720
Notice of Vacancy
2010-2011 School year

Posting Date:	May 25, 2010	Closing Date:	June 3, 2010
Title:	Spec. Ed. (LD,BD,MI)	School:	Valley Elementary School
Salary:	Based upon degree/experience	Employment Term:	2010-2011 School Year
Budget Source:	Special Ed. Funds		
Certification:	Multi Categorical (LD,BD,MI) K-6		

Application Process: Submit a letter of interest, a bid sheet, a copy of current certification, and a resume' to the Personnel Office, either by mail or fax (304-329-0720) by 4:00 p.m. on the closing date.

Responsibilities:

1. Implement a program of study;
2. Foster a classroom climate conducive to learning;
3. Utilize instructional management system models which increase student learning;
4. Monitor student progress toward mastery of instructional objectives, goals, content standards;
5. Communicate effectively within the educational community and with parents on a regular basis;
6. Meet professional responsibilities;
7. Demonstrate competency in the knowledge and implementation of technology standards;

Minimum Qualifications:

1. Have at least 5 years experience in Special Education; preferred
2. Have appropriate certification for the position subject(s) and grade level(s) as required in West Virginia Policy 5202;
3. Clearance of any criminal convictions as listed in House Bill 146;
4. Successfully carry out the responsibilities of the position.
5. Agree to work toward Autism Certification as courses are offered, if needed.
6. Preferred individual with technology integration skills.

Performance Criteria:

1. Program of Study: Provide curricula required by the State of West Virginia and according to the IEP.
 - A. Base instruction on adopted curriculum for the school;
 - B. Demonstrate accurate and current knowledge in subject field;
 - C. Develop appropriate lessons to teach instructional objectives;
 - D. Employ a variety of instructional strategies to augment achievement;
 - E. Utilize content scope and sequence in planning.
2. Classroom climate: Provide an atmosphere conducive to learning consistent with school/county mission.
 - A. Follow established school discipline procedures which include the West Virginia Code of Conduct;
 - B. Establish procedures and rules which enhance learning;
 - C. Encourage student attendance;
 - D. Set high positive expectations for student performance;
 - E. Encourage and acknowledge individual student accomplishments and appropriate behavior;
 - F. Treat students in a fair and equitable manner;
 - G. Accommodate individual learning differences;
 - H. Create and maintain an environment which supports learning;
 - I. Communicate with parents.
3. Instructional Management Systems: Organize strategies for teaching to maximize the use of allocated instructional time to increase student learning.
 - a. Prepare and implement lesson plans;
 - b. Begin lesson on instructional activity with a review of previous material, as appropriate;
 - c. Have materials, supplies and equipment ready at the start of the lesson or instructional activity;
 - d. Introduce the instructional activity and specify instructional objectives;
 - e. Direct and adequately supervise students to be on task quickly at the beginning of each

