OFFICE of HUMAN RESOURCES

5572 Princeton Road
Liberty Twp., OH 45011-9726
Office: 513-644-1193 Fax: 513-644-1182
www.lakotaonline.com

Position: TEACHER - SPECIAL EDUCATION

Department: Building Position

Fair Labor Standards Act Status: Exempt

Reports to: Building Administration

Contract: 184 days

District Overview

Lakota Local School District is a vibrant and dynamic educational community, serving over 18,000 students. Everything WE do is designed to provide a future-ready, student-centered learning experience for every single child.

Summary

The **TEACHER - SPECIAL EDUCATION** is responsible for delivering specialized instruction and managing Individualized Education Programs (IEPs) for students with disabilities. This dual role ensures compliance with federal and state special education laws while fostering inclusive, student-centered learning environments. The intervention specialist collaborates with educators, families, and service providers to support academic, behavioral, and social-emotional development.

Minimum Qualifications

- Bachelor's or Master's degree in Special Education or related field.
- Valid Ohio Intervention Specialist teaching license (K-12).
- Experience working with students with diverse learning needs, including disabilities.
- Knowledge of IEP development, progress monitoring, and special education compliance.
- Familiarity with MTSS framework, differentiated instruction, and evidence-based interventions.

Key Responsibilities

Instruction and Student Support:

- Develop and implement individualized instruction aligned with IEP goals, objectives, and student needs.
- Implement evidence-based interventions in the least restrictive environment.
- Adapt curriculum and instructional methods to accommodate diverse learning styles.
- Support students in standardized testing and skill development.
- Monitor student progress and use data-driven methods to adjust instruction accordingly.

Collaboration and Communication:

LAKOTA
LOCAL SCHOOLS

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- Work closely with general education teachers to ensure accommodations and modifications are effectively implemented.
- Communicate individual student needs outlined in the IEP to all pertinent staff as needed. Coordinate ongoing communication with general education teachers, aides, and related service providers.
- Serve as a liaison between families, school personnel, administration, and external service providers.
- Train and support instructional aides using district resources and regular check-ins.
- Assist in continuity between grade levels regarding students on IEPs.
- Facilitate smooth transitions between grade levels and buildings for students on IEPs.
- Maintain strict confidentiality.
- Provide world class customer service.
- Attend special education, district, building, and department chair level meetings as required.

Compliance and Documentation:

- Maintain accurate student records, including IEPs, progress monitoring, evidence of instruction aligned to IEP goals and /or objectives, and progress reports.
- Collect and analyze data for Extended School Year (ESY) eligibility and progress monitoring.
- Ensure compliance with IDEA (Individuals with Disabilities Education Act) and state special education laws.
- Answer all emails in a timely manner.
- Complete all Safe Schools training in a timely manner.
- Administer and interpret assessments to guide instructional decisions and student placement.
- Uphold confidentiality and ethical standards in student support services.
- Attend conferences and workshops as required.

Knowledge, Skills, and Abilities

Knowledge:

- Expertise in IEP development, special education laws, and instructional strategies.
- Knowledge of assistive technology tools and their applications in special education.
- Commitment to inclusive, trauma-informed, and culturally responsive practices.

Skills:

- Strong instructional skills tailored to diverse student needs.
- Effective communication and collaboration with families, educators, and service providers.
- Proficiency in student assessment, progress monitoring, and data-driven decision-making.

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- Organizational skills to maintain detailed records and intervention documentation.
- Ability to foster positive relationships with parents, classified staff, non-classified staff, etc., to ensure and create an inclusive classroom. Individualized Education Programs are implemented in each child's least restrictive environment.

Abilities:

- Ability to adapt instruction to meet the unique needs of students.
- Capacity to work collaboratively in multidisciplinary teams.
- Strong problem-solving and critical-thinking skills in intervention planning.
- Commitment to fostering a supportive learning environment for all students.
- Ability to manage multiple priorities while maintaining compliance and program effectiveness.

Working Conditions

- School-based environment requiring interaction among students, teachers, and administrators.
- Ability to lift, push, or pull up to 20 lbs.
- Occasional bending, lifting, twisting, and repetitive motion.
- Exposure to difficult, challenging, and confrontational individuals.

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the employee. The employee will be required to follow the instructions and perform the reasonable duties required by the employee's supervisor and/or appointing authority.

Lakota Local School District is an Equal Opportunity Employer

Board Approved: March 23rd, 2026.