



IRVINE UNIFIED SCHOOL DISTRICT

TEACHER ON SPECIAL ASSIGNMENT (TOSA)-SPECIAL EDUCATION

DEFINITION

Under general supervision of the Director of Special Education, facilitates and coordinates coaching and staff development.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Works directly with special education and general education staff to provide classroom-based demonstrations, collaborative and one-on-one support.
- Models and/or provides small group intervention program for non-proficient students in grades K-6.
- Guides teachers to collect and analyze data, develops action plans to develop goals and objectives and monitor student progress.
- Assist in the planning and facilitation of staff development and training of special education certificated and classified staff in matters pertaining to special education programs and services.
- Assist as the support liaison to Education Services staff in the coordinated efforts of providing district-wide professional development.
- Provides coaching to teachers using a variety of coaching models and strategies.
- Models intervention strategies for special education students and teachers.
- Participates on special education and/or District committees.
- Models best teaching practices and effective instructional strategies.
- Collaborates and works effectively with various teams.
- Engages in ongoing professional growth to stay current in new developments in the field of literacy.
- May be assigned a caseload of special education students.
- May be assigned to a site.
- Other duties as assigned.

QUALIFICATIONS REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Participate in faculty and/or District committees.

CREDENTIAL:

Possess valid California Special Education teaching credential.

TRAINING AND EXPERIENCE

Successful teaching experience totaling at least five years is preferred. Successful development, implementation, and presentation of staff development in the area of special education.

EDUCATION

Bachelor's degree including all courses to meet credential requirements.

PERSONAL QUALITIES:

Outstanding presentation and facilitation skills; Strong interpersonal skills (communication, problem solving, conflict management, collaboration); Strong organizational skills and ability to implement programs with a minimum of supervision.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; talk or hear; and use hands to finger, handle or feel. The employee frequently is required to walk; sit; reach with hands and arms; and taste or smell. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl.

The employee must frequently lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. The employee is required to use "native-like" English language pronunciation.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- There may be some compensated summer work required.
- The noise level in the work environment is usually moderate.