

**Muskegon Area Intermediate School District** 630 Harvey St., Muskegon, MI 49442

**POSITION:** ASD Special Education Teacher for Wesley School

Teachers provide direct instructional programming for students, manage classroom activities, manage student behaviors, integrate classroom instruction with other therapeutic services and supervise classroom instructional assistant(s).

**MINIMUM QUALIFICATIONS:**

- No physical or mental restrictions that would, with reasonable accommodation, prevent performance of the essential job functions and responsibilities.
- Possession of a Bachelor's degree or greater, with certification in special education (ASD).
- Possession of a valid Michigan teaching certificate.
- A working knowledge of current practices and trends in the education of developmentally disabled students.
- An ability to supervise and manage the implementation of programs/services developed for students.

**PREFERRED COMPETENCIES:**

- Building Collaborative Relationships:
  - o Finds common ground and drives to consensus
  - o Takes a proactive approach to relate, build and maintain rapport with stakeholders
  - o Understands interpersonal and group dynamics and responds in an effective manner
- Understanding the Organization:
  - o Serves as a strategic partner to build, grow and maintain profitable and long-lasting relationships with key stakeholders
- Making Complex Decisions:
  - o Is respected by others for displaying student-focused decisions
  - o Takes a proactive approach as an effective liaison between multiple and diverse stakeholders
- Taking Initiative:
  - o Identifies and seizes new opportunities with a student focus
  - o Adapts quickly to changing resource requirements
- Being Authentic:
  - o Provides direct and actionable feedback
  - o Shows consistency between words and actions
- Being Flexible and Adaptable:
  - o Remains calm and productive in uncertain situations
  - o Takes on the challenge of unfamiliar tasks

**ESSENTIAL JOB RESPONSIBILITIES**

- Performs regular academic assessment of students.
- Develops daily instructional plans to remedy deficits determined by assessment.
- Maintains accurate and legally adequate data keeping systems and student records.
- Manages overall classroom activities.
- Makes referrals for other specialized therapeutic and support services.
- Supervises and evaluates assigned instructional assistants; provides training and support and schedules their activities.
- Remains alert to signs of health, behavior or other problems potentially injurious or detrimental to the students. Reports problems to the proper authorities.
- Attends meetings and conferences as required.
- Maintains a positive relationship with parents, guardians and other caregivers.
- Implements positive behavior supports within the classroom.
- Upholds the Code of Conduct for Wesley School staff.
- Performs such other tasks and assumes such other responsibilities as may be assigned by the Principal or Assistant Principal.

**DEADLINE FOR APPLICATION:** All candidates must apply online at [www.muskegonisd.org/jobs](http://www.muskegonisd.org/jobs)

**TERMS:** This position is a 187 work day position offering full family benefits (medical, dental, and vision).

**SALARY RANGE:** \$46,146.36 - 52,728.24 (Step 1 - 4) dependent on experience and education on the Center Based Special Education Teacher Contract.

It is the policy of the Muskegon Area Intermediate School District that no staff member, candidate for employment, program participant, or recipient of services shall experience discrimination on the basis of race, color, national origin, sex (including sexual orientation or transgender identity) disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category (collectively "Protected Classes"), in its programs and activities, including employment opportunities. Inquiries related to issues of discrimination on the basis of disability should be directed to the Assistant Director for Special Education at (231)767-7249. All other discrimination inquiries or requests for special accommodations to participate in a program, event, or activity should be directed to the Human Resources Director at (231) 767-7213.