

# Special Education Teacher

## About Morgan Autism Center

Morgan Autism Center provides a safe, nurturing, and joyful environment where individuals impacted by autism or other developmental disabilities are accepted and celebrated for who they are. Founded in 1969, the focus is on creating respectful and positive interactions to maximize the potential of each student and client. Morgan Autism Center offers school and adult day programs and is an important resource for families and professional service providers throughout the Bay Area. Their flexible, comprehensive, and highly individualized approach has evolved into a model successfully adopted and implemented in located school districts.

For more information, please visit [www.morgancenter.org](http://www.morgancenter.org)

## Position Overview

The Special Education Teacher is responsible for the management of their classroom including student and staff management. They design and implement curriculum, student individualized education plans (IEPs), behavior plans, and collaborate closely with parents and other members of the program team including instructional aides, speech therapists, occupational therapists and administration.

## Reporting Relationships

This position reports directly to a School Program Director

## Key Responsibilities

### Classroom Structure, Curriculum, and Organization

- Design and implement enriching and meaningful curriculum and activities focused on functional skills while addressing each student's IEP goals (community outings, art projects, cooking, special activities)
- Support classroom team in maintaining ongoing data tracking systems regarding behavior, goal progress, and any other areas needed for all students and provide quarterly progress reports
- Design and maintain effective physical and program organization in alignment with the Morgan Autism Center Model (e.g., daily schedules for students and staff, daily/weekly routines, 15-minute rotation model, and other classroom systems)
- Support all students and staff in use of multi-modal communication strategies (e.g., visual first-then schedules, task analyses, social stories, daily schedules, AAC devices, basic sign language, and any other supports needed)

- Provide ongoing support and teaching for all activities of daily living (e.g., toileting, personal hygiene, maintaining safety, and other areas as needed)
- Maintain and demonstrate the MAC model of positivity, compassion, and collaboration at all times
- Direct participation in all daily activities, including physical education, community outings, special events, art, music, etc.
- Other duties as required

### **Staff Management**

- Supervise, coach and manage (including training and evaluations) a team of 7 - 8 instructional aides in executing program model and philosophy
- Model and maintain a healthy and effective team dynamic among classroom staff
- Train and/or assist in training of classroom staff
- Conduct effective and efficient daily meetings with classroom staff

### **IEP Development and Behavior Management**

- All program development, student supports planning and implementation must align with the philosophy of the Morgan Autism Center model
- Develop and implement all IEPs for each student on their caseload (e.g., annual, triennial, transition, exit, etc.) in collaboration with all IEP team members (parents, group home, OT, SLP, admin, etc.)
- Design and implement effective behavior intervention plans for all students, based on analysis of recorded data
- Conduct pre-IEP meetings with parents and service providers to discuss direction and development of IEP prior to district IEP meeting
- Submit Triennial or IEP paperwork to admin 1 week ahead of the IEP meeting

### **Communication**

- Maintain consistent and thorough communication and collaboration with all IEP team members (parents, group home, OT, SLP, admin, etc.), including individualized daily communication to classroom parents
- Maintain professional relationships with school districts, regional centers and other professional agencies
- Provide communication to administrators regarding developing challenges and/or requests for support

### **Training**

- Attend and participate in training on the Morgan Autism Center Model
- Attend all in-services provided by Morgan Autism Center
- Attend additional trainings upon request

### **Experience and Requirements**

- Current Education Specialist Credential (moderate to severe)
- Ability to read and write English at a professionally appropriate level
- Ability to navigate pertinent technology (e.g., computers, tablets, Boardmaker, etc.)
- Ability to physically engage with all elements of programming (e.g., daily PE, vocational tasks, physical support for students, etc.)
- Experience working as a credentialed teacher in a special ed classroom

### **Physical Demands**

While performing the essential functions and responsibilities of this job, the employee is regularly required to stand, walk, sit, and reach with hands and arms and speak and hear effectively. The employee must regularly lift and/or move up to 40 pounds and occasionally lift and/or move up to 50 pounds.

### **Salary and Position Classification**

- Exempt Position
- Full-Time
- \$75,000 - \$95,000 Annually

### **Benefits**

- Medical, Dental, Vision (Employee paid 100%)
- Life Insurance and Long-Term Disability.
- Retirement 403a & 403b.

### **Schedule**

- Monday to Friday (8:15 AM - 3:30 PM)
- 210 workdays (View Work Calendar [HERE](#))
- Occasional Off-hour work is required

### **Location**

In-person

### **DEI Statement**

It is Morgan Autism Center's intent to provide equal employment opportunities to all qualified persons without regard to race, color, religion, sex, gender identity and expression, genetic characteristics, pregnancy, marital status, veteran status, sexual orientation, age, national origin, ancestry, disability, medical condition, or other protected class status as defined by applicable law. This policy covers all employment matters, including but not limited to recruitment, selection, placement, promotions, transfers, demotions, terminations, training and compensation.