**COVINGTON INDEPENDENT PUBLIC SCHOOL DISTRICT**

**POSITION VACANCY**

**FOR SCHOOL YEAR 2024-2025**

**POSITION: SPECIAL EDUCATION FACILITATOR/COACH**

### SCHOOL/PROGRAM:  DISTRICTWIDE

**DATE POSTED:**

**APPLICATION DEADLINE:**

**QUALIFICATIONS:**

* Hold Kentucky certification as Principal or Director of Special Education.
* Hold Kentucky teaching certification (special education preferred).
* Minimum of (5) years of professional teaching experience.
* Minimum of (2) years of experience as a successful leader in instruction, curriculum, and assessment (e.g., department chair, district-level committee work, SBDM member, etc.).
* Excellent written and verbal communication skills.

**Responsible to:** Director of Special Education             **SUPERVISES:** N/A

**PERFORMANCE RESPONSIBILITIES:**

* Provide training and coaching to special education teachers to enhance their skills in planning and delivering specially designed instruction.
* Model a variety of research-based instructional strategies to support learning across settings including collaborative, resource, and self-contained.
* Assist with onboarding, ongoing support, professional development, and mentoring of early career special education teachers.
* Assist schools as directed with the Admissions and Release Committee process, including chairing ARC meetings as directed by the Director of Special Education
* Assist with locating and organizing resources and equipment to meet the needs of individual students.
* Provide job-embedded professional development to special education teachers in their classrooms, during team planning, and outside the school day to support the implementation of the Kentucky Administrative Regulations, the Individuals with Disabilities Education Act
* Facilitate collaborative team meetings to assist teachers in developing and monitoring effective Individual Education Plans and special education processes and procedures.
* Assist in program evaluation to determine instructional effectiveness and overall compliance with special education policies and procedures including assisting teachers in the development of legally compliant Individual Education Programs (IEPs) and due process paperwork
* Collaborate with colleagues, parents, and community stakeholders to provide excellent services for students with disabilities.

**JOB GOAL:**

Assist schools in strengthening special education instructional programs through strategically planned, research-based approaches with a focus on narrowing achievement gaps. Assist schools by facilitating ARC meetings. Provide leadership in the areas of curriculum, instruction, assessment, and planning.

**CONTRACT:** 204 days

**SALARY:** 1.31 Index, based on rank and experience

**APPLICATION PROCEDURE:**

Complete the online application at: [HTTPS://COVSCHOOLS.TEDK12.COM/HIRE](https://covschools.tedk12.com/HIRE) .In-district applicants complete the Internal application. Out-of-district applicants complete the Certified application. Please direct questions about the online application process to Dawn Vancini at [dawn.vancini@covington.kyschools.us](mailto:dawn.vancini@covington.kyschools.us). For information regarding the position contact Janice Wilkerson at [Janice.Wilkerson@covington.kyschools.us](mailto:Janice.Wilkerson@covington.kyschools.us) or Sarah Graman at [sarah.graman@covington.kyschools.us](mailto:sarah.graman@covington.kyschools.us) .This position will be filled as soon as possible following the application deadline. All applications will be evaluated and screened.

An Equal Opportunity Employer

(18-1819-000) Previously KEPS ID 4518 and 3709)