

**Killeen Independent School District
Job Description**

Job Title: District Lead Teacher
Reports To: Director for Special Education
FLSA Status: Exempt

SUMMARY

Provides supervision, guidance, and technical assistance to special education instructional staff while expanding and refining through professional learning. Works as a colleague with teachers to support student learning, teacher practice and provide instructional support based on the individual needs of students.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

Demonstrates willingness to assume leadership positions.

Models, trains and coaches teachers on the Collaborative Classroom Model.

Models research-based, co-teaching lessons and/or co-teaches in classrooms.

Provides individual and/or group instructional coaching for teachers to improve classroom instruction for all learners.

Shares effective instructional strategies with teachers individually and/or in workshop settings.

Assists teachers with instructional decisions based on assessment data.

Supports teachers in planning and implementing co-teaching instructional strategies that adheres to the district's philosophy, goals, and curriculum objectives.

Develops and maintains positive collegial relationships with teachers and administrators.

Communicates and demonstrates knowledge of the Texas Essential Knowledge and Skills and research-based instructional strategies.

Employs a variety of instructional techniques and media consistent with the needs and capabilities of the students and teachers involved.

Provides assistance in researching instructional and/or curriculum issues.

Participates in professional learning opportunities and encourages ongoing professional development and growth for all teachers.

Presents a positive role model that supports the mission of the district.

Maintains a professional relationship with all colleagues, students, parents, and community members.

Manages time and schedule flexibly to maximize teacher schedules and learning.
Works collaboratively and collegially with other instructional coaches and district instructional specialists.

Maintains regular, on-time attendance.

Performs other duties as assigned.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS

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.

EDUCATION and/or EXPERIENCE

Bachelor's degree.

CERTIFICATES, LICENSES, REGISTRATIONS

Texas teaching certificate with special education endorsement and/or certification.

LANGUAGE SKILLS

Ability to read, analyze, and interpret general periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, correspondence, and procedure manuals. Ability to effectively present information and respond to questions from students, administration, staff, parents, and the general public.

MATHEMATICAL SKILLS

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to walk and reach with hands and arms. The employee is occasionally required to stand; sit; use hands to finger, handle, or feel; and stoop, kneel, crouch, or crawl. The employee will occasionally lift or carry (45 pounds or more) and positioning of students with physical disabilities, controlling behavior through physical restraint, assisting non-ambulatory students, and lifting and moving adaptive equipment; may work prolonged or irregular hours. Specific vision abilities required by this job include close vision, distance vision, and ability to adjust focus.

WORK ENVIRONMENT

While performing the duties of this job, the work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Frequent district-wide travel to multiple campuses as assigned. The noise level in the work environment is usually quiet/moderate.

Revised Date: October 30, 2018

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.