



**Job Title:** Special Education Teacher (Setting 2-3 Focus)

**Start Date:** August 2024

**Location:** 300 Industrial Blvd NE, Minneapolis, MN

**Position Summary:**

The Special Education Teacher (Setting 2-3 Focus) will case manage 8-10 students ranging from Kindergarten to 8th grade, in various disability categories. They will lead all instruction and programming in the Setting 2-3 classroom, and support both academic and behavioral needs. They will be responsible for ensuring each of their student's IEPs are implemented appropriately, planning for differentiated instruction, and implementing behavior management plans. They will manage the due process paperwork for each student on their caseload including writing IEPs, conducting evaluations, and facilitating parent meetings. They will consistently collaborate with service providers, general education teachers, paraprofessionals, and parents to assure each student is making progress and in a successful learning environment.

**The ideal candidate will:**

- Fully embrace our mission, vision, and core convictions.
- Have a demonstrated record of success as a teacher.
- Use organizational strategies to meet deadlines to comply with state and district due process requirements.
- Have a fundamental belief in the ability of all students, regardless of disability status, to achieve greatness; this means building strong relationships and developing an understanding of student strengths to anticipate student struggles.
- Have a passion for working with students with special needs, particularly those with significant cognitive, behavioral, and/or physical challenges.
- Be seeking to truly be a part of a team working together to close the opportunity (achievement) gap; this means being coachable, being a learner, being flexible, always seeking to improve, and being comfortable giving, receiving and implementing constructive feedback.
- Show a track record of success and expertise in teaching Kindergarten – 8th grade students.

**Key Responsibilities include but are not limited to:**

- Create a classroom environment where every child can succeed and achieve high academic and behavioral standards.
- Develop and implement behavior and academic programming for students in need of setting 3 services.
- Provide direct instruction and support to students with diverse learning needs, utilizing evidence-based teaching strategies and instructional materials.
- Adapt curriculum materials and instructional methods to meet the unique needs and abilities of each student, ensuring access to the general education curriculum to the greatest extent possible.
- Teach all approved curricula with fidelity.
- Collaborate with general education teachers, support staff, and related service providers to coordinate services and ensure a cohesive educational experience for students with disabilities.
- Participate in Individualized Education Program (IEP) meetings, multidisciplinary

team meetings, and other school-based meetings as required, contributing expertise and insights to the development and review of student plans.

- Demonstrate flexibility and success with various models: push-in, co-teaching, and pull-out.
- Substitute teach for other Special Education staff as needed
- Implement and support the school-wide approach to classroom management and discipline.
- Engage in de-escalation techniques to avoid power struggles and incidents.
- Monitor student progress and maintain accurate records of academic, behavioral, and social-emotional growth.
- Complete due process requirements such as writing IEPs, completing evaluations, assessments, progress monitoring, and facilitating meetings
- Help to promote and maintain a professional environment by establishing respectful relationships with students and staff.
- Exhibit positive rapport and build strong relationships with students.
- Establish and maintain strong communication lines with all parents/guardians.

**Required Qualifications:**

- Be a licensed Special Education teacher in Minnesota (or be eligible to be licensed)
- Excellent verbal and written communication skills
- Ability to work with diverse student and staff populations
- Meet state and district deadlines regarding special education due process

**Preferred Qualifications:**

- Special Education license in ASD or EBD
- Experience working with students in grades K – 8th grade in an urban and/or multilingual population
- Fluency (ideally) or proficiency in Spanish, Arabic, Somali or Oromo

**About our School:**

Northeast College Prep (NECP) is a diverse, Kindergarten – 8th-grade public charter school with approximately 275 students. Our mission is to ensure strong academic, social-emotional, and talent development in every member of our diverse student body, thereby positioning each student for college graduation, career success, and positive community impact.

Founded as a diverse school committed to strong academics and social-emotional learning, our curious students learn about themselves and the world around them. All students take Art, Spanish, Arabic, and Physical Education. Social-emotional learning lessons are explicitly taught and woven throughout the day and we partner with community organizations to develop each students' unique talents.

**Teaching at Northeast College Prep:**

Special Education teachers at Northeast College Prep instruct students in various models (co-teaching, pull-out, push-in). We are a Responsive Classroom school that believes in restorative practices and teaching intrinsic motivation (i.e. we don't use extrinsic motivation like candy or public behavior charts to motivate students) so that students do the right thing even if no one is watching. Some students are supported

with positive behavior charts that use incentives such as quality time with an adult or a choice activity.

NECP exists to ensure that all children have access to an education that will help them to maximize their options in life, thereby contributing to a more just society. Our students and their families speak 14 different primary languages. About 50% qualify for English Language Learning services and about 90% qualify for free or reduced lunch and around 12% qualify for Special Education.

**Compensation:** A competitive salary and full benefits will be offered.

**Application Process:** To apply, please fill out our online application located at [www.bit.ly/NECPApplication](http://www.bit.ly/NECPApplication). If applicable, college transcripts may be requested later in the hiring process. Applications will be reviewed on an ongoing basis until the position is filled.

Northeast College Prep is an equal opportunity employer and an organization that values diversity, equity, and inclusion. People from all diverse backgrounds are strongly encouraged to apply. If you have questions or concerns, reach out to us at [hiring@northeastcollegeprep.org](mailto:hiring@northeastcollegeprep.org).