



Position Vacancy
Assistant Intervention Specialist
Exceptional Children Teacher

POSITION SUMMARY

The Assistant Intervention Specialist position is a full time, non-supervisory position to provide support for special education coordination and support for the delivery of appropriate education plans that will enable students to fulfill their potential for intellectual, emotional, physical and social growth. Reports to the School Director and the Director of Special Education.

POINTS OF INTEREST

- Four day work week: Focus is open Monday through Thursday
- Stable, successful school environment with over 18 years of successful academic offerings
- Professional, effective, friendly staff and administration
- Administrative school staff members are former teachers.
- Full-time with excellent retirement benefits (STRS or SERS), health, dental, life, and vision insurance.

RESPONSIBILITIES

- Assist in the coordination and implementation of all special education services for identified students
- Knowledge of Ohio Department of Education and the State of Ohio's standards for working with children with disabilities
- Assist in the coordination for identified and possible identified special education student services; including assessment, reevaluations, and MTSS process
- Assist in preparing for Individual Education Plan (IEP) development and implementation
- Assist in referring and implementing evaluations for initial and re-evaluation of special education students; including referrals for suspected learning disabilities in non-identified students
- Work in conjunction with students, parents and other members of staff to ensure communication and well coordinated services for special education students
- Assist in ensuring student needs are met through creation and implementation of appropriate instructional and learning strategies, activities, materials and equipment for students as needed
- Assist in designing, writing and using instructional, therapeutic or skill development program for students as needed; providing written plan for team members referral and review



- Assist in collaborating with lead instructors and instructors for IEP students to ensure all modifications are met
- Assist in preparing labs to enhance learning and aid in the physical, social and emotional development of the students
- Assist in managing students' behavior and implement discipline plan
- Working knowledge of curriculum and instruction
- Collaborate with the laboratory instructors regarding student behavior management programs according to IEP
- Ensure necessary and reasonable measures are taken to protect students, equipment, materials and facilities
- Ensure good communication rapport with parents, students, principals and teachers through conferences
- Create and maintain a professional relationship with colleagues, students, parents and community members
- Present information accurately through clear communication skills; enrich job skills through professional development activities
- Keep up to date and abide by federal and state policies for intervention services
- Gather, manage and file all reports, records and other documents required maintaining confidentiality of student file information
- Other duties as assigned by the Director

Qualifications

- High School Diploma or GED.
- Experience working with youth.

To Apply:

Please email your resume to carla.gilroy@focuslearn.org