

JOB TITLE: TEACHER, THERAPEUTIC PRESCHOOL

JOB DESCRIPTION:

This employee is responsible for organizing and implementing an educational program for students who have been placed in the Therapeutic Preschool Program.

Duties of this position include but are not limited to:

1. Student Assessment and Placement:
 - a. Conducting diagnostic teaching in coordination with the Preschool Assessment Team.
 - b. Provide feedback regarding appropriate placement recommendations.
 - c. Participating in evaluation team meetings.
 - d. Conferring with other professionals regarding any educational needs of the therapeutic preschool child.
 - e. Participating in the in-school staffing and screening process as appropriate.
 - f. Conducting observations in the child's current environment as needed or as appropriate.

2. Planning:
 - a. Designing an exceptional student education program so that it is consistent with the total educational philosophy of the district.
 - b. Continuing professional growth through educational meetings, visiting related facilities, attending conferences and workshops, reading professional literature, and exchanging ideas among the district staff.
 - c. Working in coordination with other ESE teachers in planning and developing the program.
 - d. Working in coordination with other professionals and paraprofessionals within the program.
 - e. Assisting with the design of the parent involvement component for each individual student within the program.
 - f. Coordinating with relevant settings outside the classroom as appropriate.
 - g. Supervising paraprofessionals as assigned.

3. Programming:
 - a. Preparing, implementing, and evaluating an annual educational plan for each student based on individual assessed needs in accordance with district procedures.
 - b. Monitoring and updating the educational program based on individual and family needs.
 - c. Using appropriate assessment instruments pertinent to instructional areas.
 - d. Preparing lesson plans for each student.
 - e. Providing appropriate schedules for exceptional students involving school personnel as required.
 - f. Providing developmentally appropriate curriculum designed to meet the

TEACHER, THERAPEUTIC PRESCHOOL

Page 2

- g. Coordinating with relevant settings outside the classroom as appropriate.
- h. Providing a classroom environment that promotes the program philosophy of therapeutic preschool.

TEACHER, THERAPEUTIC PRESCHOOL

Page 2

- educational, social, and emotional needs of the students.
 - g. Coordinating with relevant settings outside the classroom as appropriate.
 - h. Providing a classroom environment that promotes the program philosophy of therapeutic preschool.
 - i. Participating in ongoing assessments and maintaining updated anecdotal records and behavioral observations to assist in transitional placements.
4. Public Relations:
- a. Cooperating with school personnel in coordinating ESE services within the school.
 - b. Developing and conducting an inservice program to inform faculty and staff of the goals and objectives of the ESE programs and ways of achieving them in the school setting.
 - c. Conferring with classroom teachers as requested concerning any educational needs of students.
 - d. Making available to teachers instructional ideas that are appropriate for exceptional students within the classroom situation.
 - e. Assisting in providing information to community groups and parents concerning ESE programs as requested.
 - f. Coordinating news releases only through the immediate supervisor for local news media as requested.
5. Reporting:
- a. Ensuring that each student in the program has necessary evaluation records in his/her permanent folder.
 - b. Furnishing the school principal with current exceptional student schedules.
 - c. Completing progress reports on each student in the program.
 - d. Supplying progress reports to school personnel and to parents of exceptional students as necessary and requested.
 - e. Completing appropriate reports for local, state, federal, and educational agencies.
 - f. Gathering and maintaining information concerning parent training.
 - g. Assisting with case management and team problem-solving with other appropriate school and community professionals on a regular basis and updating and maintaining information concerning community resources and networking with agencies.
6. Other responsibilities as directed by his/her immediate supervisor.

REQUIRED QUALIFICATIONS:

- 1. Bachelor's degree.
- 2. Valid Florida certification in the field of emotionally handicapped or any exceptional student education field with prekindergarten handicapped endorsement.
- 3. Experience working with early childhood students and their families.