



# Maury County Public Schools

|                        |                                 |                       |     |
|------------------------|---------------------------------|-----------------------|-----|
| <b>Job Title</b>       | Pre-K Special Education Teacher |                       |     |
| <b>Department</b>      | Schools                         |                       |     |
| <b>Certified (Y/N)</b> | Y                               | <b>Work Days/Year</b> | 200 |
| <b>FLSA Status</b>     | Exempt                          | <b>Hours/Day</b>      | 7.5 |
| <b>Reports to</b>      | Principal                       | <b>Supervises</b>     |     |

**Notes** Salary Range \$42,130-\$78,519

## Qualifications:

- Bachelor's degree.
- Valid Tennessee teacher's license with appropriate SPED endorsement.
- Strong written, verbal, presentation, and interpersonal skills; and
- Meets health and physical requirements.

**Job Overview:** To plan, organize, and implement an appropriate instructional program in a Pre-K learning environment that guides and encourages students to develop and fulfill their academic potential.

## Job Functions:

- Reports to work as scheduled on a regular and reliable basis.
- Instructs individuals and groups in special education skill areas daily.
- Plans curriculum, lessons, and special education programs and teaching methods daily as needed.
- Maintains physical environment of the classroom daily.
- Maintains contact with parents of students as needed.
- Evaluates and monitors student progress based on work output and observation, determines goals, objectives and directions daily as needed.
- Prepares and maintains IEPs, progress reports, educational records, and other forms as required.
- Organizes and facilitates IEP meetings with required participants and other stakeholders as needed.
- Assists in the implementation of IEP accommodations and modifications in inclusionary settings.
- Evaluates and monitors student behavior and develops behavior intervention plans when necessary.
- Employs a variety of research-based, instructional techniques, consistent with the needs and capabilities of the individual student.
- Works as a team member on building level committee and collegial activities within the building and District.
- Works collaboratively with general education peers and coordinates and supervises service delivery with Special Education Assistants.
- Performs other work-related duties as assigned.



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**Physical Requirements:** This job will require lifting of objects that exceed 50 lbs., or the average weight of a student, with frequent lifting and/or carrying objects weighing up to 25 lbs.

**Physical demands that may be required are as follows:**

- Pushing and/or pulling
- Climbing and/or balancing
- Stooping, kneeling and/or crawling
- Reaching
- Talking
- Hearing
- Seeing

**Work Environment:** Normal work environment

*This job description is not intended to be all inclusive; an employee will also perform other related duties as assigned by administration. MCPS reserves the right to revise or change job duties as the need arises. This job description does not constitute a written or implied contract of employment.*