



**Board of Education of the City of St. Louis**  
**CAREER OPPORTUNITY**

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<b>Position Title:</b>	SPED Autism Teacher
<b>Payroll/Personnel Type:</b>	10 Months (Exempt)
<b>Reports to:</b>	Building Principal

**Position Summary:**

The Special Education Autism Teacher will provide students with appropriate learning activities and experiences designed to fulfill their potential for intellectual, emotional, physical and social growth.

**Essential Functions:**

1. Plan a program of study that, as much as possible, meets the individual needs, interests and abilities of the students.
2. Create a positive classroom environment that is conducive to learning and appropriate to the maturity and interests of the students while maintaining high expectations for students.
3. Prepare for classes assigned and show written evidence of preparation upon request of immediate supervisor. Program for the generalization and maintenance of skills.
4. Establish and follow predictable classroom routines; set and maintain standards of classroom behavior while encouraging students to self evaluate and regulate.
5. Guide the learning process toward the achievement of curriculum and IEP goals. Establish clear objectives for all lessons, units, projects and assignments.
6. Employ a variety of research-based effective instructional techniques and instructional media consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved. Shape new skill sets with least intrusive prompting and support.
7. Strive to implement, by instruction and action, the district's philosophy of education and instructional goals and objectives along with FAPE requirements to prepare students for further education employment and independent living.
8. Assess the accomplishments of the students on a regular basis and provide progress reports as required.
9. Frequently assess communication, social, behavior and sensory needs of students and seek the assistance of district specialists as required. Adjust strategies, supports and instruction accordingly.
10. Take necessary and reasonable precautions to protect the students, equipment, materials and facilities.
11. Maintain annual Mandt certification while acting in accordance with its philosophy and practices.
12. Maintain accurate, complete and correct records as required by law, district policy and administrative regulations. Know and comply with all special education manuals: IEP; Referral and Re-evaluation; and Discipline.
13. Assist the administration in implementing all policies and rules governing student life and conduct. Develop reasonable rules of classroom behavior. Maintain order in the classroom in a fair, safe dignified and just manner.
14. Make provisions for being available to the student and to the parents for education-related purposes outside of the instructional day when required or requested to do so under reasonable terms.
15. Plan and supervise purposeful assignments for instructional care aides, teacher aide(s) and volunteer(s) and cooperatively with department heads, evaluate their job performance.
16. Maintain and improve professional competence. Know and apply evidence based practices for Autism in accordance with District Autism in-service.
17. Participate in District and autism specific staff development.
18. Maintain a professional relationship with colleagues. Maintain a collaborative relationship with related services providers and ABA staff.
19. Establish and maintain open lines of communication with students, parents and community members. Be familiar with community resources available to families experiencing autism.
20. Communicate regularly with parents regarding student progress and concerns.
21. Complete and utilize: preference and reinforce assessments; functional behavior assessments; and, behavior intervention plans as needed.
22. Develop and implement individualized post-secondary transition plans as necessary.
23. Perform other job-related duties as assigned.



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**Required Education and Experience:**

- Minimum of a Bachelor's Degree from an accredited college or university.
- Missouri Teacher Certificate appropriate for level and/or subject area of assignment
- Excellent written and oral communication skills

**Knowledge, Skills and Abilities:**

1. Ability to communicate effectively in both written and oral forms with all levels of management, both internal and external to the District.
2. Knowledge of established best practices in autism.
3. Ability to teach with gentle firmness and patience, remaining calm in a crisis.
4. Ability to establish win-win situations with behaviorally challenged students.
5. Ability to utilize instructional technology.
6. Ability to establish and maintain effective working relationships both internal and external to the District.
7. Ability to adjust the eye to bring an object into focus; judge distance (close and distant); reach with arms extended and use hands to manipulate the keyboard.
8. Ability to lift and carry up to 10 pounds, stoop, kneel crouch, walk, twist, bend, climb and/or be mobile.
9. Ability to travel throughout the District and city.
10. Valid Missouri Driver's License with appropriate insurance coverage.

**Physical Requirements:**

1. Must be physically able to operate a motor vehicle and perform all Mandt training assists and restraints.
2. Must be able to exert up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to lift, carry, push and pull or otherwise move objects, including the human body.
3. Light work usually requires walking or standing to a significant degree.

**Working Conditions and Environment**

- Work is routinely performed in a typical school/classroom environment
- Very limited or no exposure to physical risk

**Disclaimer:**

The above statements are intended to describe the general nature and level of work being performed by individual(s) assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

**Review/Approvals:**

Employee	Date	Immediate Supervisor	Date
Human Resources	Date		

***In connection with hiring for this position the district shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, age, disability, veteran status or national origin.***