



**Position: Jr High Special Education Co-Teacher**

**Reports To:** Executive Director

**Supports the Work of:** Students, Faculty and Staff

**Oak Hill Montessori Community School Mission:** *Preparing every student for tomorrow by nurturing the love of learning today.*

**Vision:** *Creating a space for students, families, and community members to thrive as they collaborate to learn, and to serve one another.*

#### **Core Values**

- Independent thinking and self-resilience through purposeful work
- Inclusivity in our community and a sense of belonging for all
- Compassion for others and the environment around us
- A vision for peace through social change

**About Oak Hill Montessori Community School:** Opened as a public charter school in 2021, Oak Hill Montessori Community School (OHMCS) offers authentic Montessori education to children 16 months to 8th Grade. OHMCS is proud to be a different point-of-view in education; driven by the motivation of students. We present challenging academics while equally valuing social and emotional learning. Visit [ohmcs.org](http://ohmcs.org) for more information

**Position Summary:** The Jr High Special Education Co-Teacher will focus on determining the students' baseline of current functioning and next steps in the areas of organizational skill development, social & emotional learning and academic performance. Work involves teaching students with educational and behavioral needs. The Special Education Co-teacher will work under the guidance of the Director of Student Services.

#### **Essential Functions:**

- Provide direct and indirect instruction to Jr High students who qualify for special education services. These areas include organizational, social emotional and academic services.
- Provide differentiated instruction for academic content based on the individual students' ability levels and unique challenges.
- Ability to collaborate to meet the needs of all students with General Education teachers
- Develop appropriate methods for meeting and documenting goals and objectives for each child.
- Complete Special Education Due Process Paperwork, such as but not limited to IEP's, PWN's and Progress Reports.
- Develop curriculum materials using engaging and age-appropriate instructional strategies.
- Create a safe, welcoming and inclusive classroom environment.
- Monitor student performance through data collection.
- Communicate closely and encourage parental involvement regarding program goals, classroom activities, homework, school functions and student progress.
- Infuse Montessori pedagogy into the curriculum on a continual basis.

- Participate in regular planning and staff development activities.
- Maintain knowledge of current and emerging trends, procedures and evaluation processes in special education.
- Participate in professional development for Montessori and special education.
- Develop an organization system, and provide time and prompts for the student to use it.

**Required Qualifications:**

- Must have a valid Minnesota Special Education teaching license in ABS; or the ability to earn permission to teach within the field; or willing to obtain a Special Education license, in Minnesota.
- Bachelor's degree or equivalent in education or related field.

**Desired Preferences:**

- AMI Montessori training preferred.
- Jr High Teaching experience preferred.
- Experience teaching in Special Education preferred.

**Physical Requirements:** This position requires vocal communication, hearing, climbing, balancing, stooping, kneeling, reaching, standing, walking, sitting, pushing, pulling, use of hands to grasp and feel, and vision abilities including close, distance, and adjusting focus. Lifting/moving required frequently up to 25 pounds and occasionally up to 40 pounds or more. Work occasionally requires exposure to bloodborne pathogens and is generally in a moderately noisy location. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Salary & Benefits:** Commensurate with other charter schools of similar scope and size, and with the experience and qualifications of the candidate selected for the position.

**How to Apply:** Persons interested in applying should send an email to [admin@ohmcs.org](mailto:admin@ohmcs.org) with the following application materials attached:

- Cover letter
- Resume
- Two Professional References

Final candidates will be invited to interview, either in person or virtually, with the OHMCS Executive Director. Final appointment to this position will be contingent upon completion of a criminal background check.

**Application Deadline:** Applications will be reviewed on a rolling basis upon receipt; all positions will remain posted until filled.

Oak Hill Montessori Community School (OHMCS) is an equal opportunity organization committed to diversity and equality. As such, OHMCS believes that each individual is entitled to Equal opportunity without regard to sex, color, race, ancestry, religion, national origin, sexual orientation, gender identity, age, physical disability, marital status, veteran status, or any other characteristic protected under federal extent to recruiting, hiring, selection, compensation, benefits, transfer, promotion, training, discipline and all other terms, conditions and privileges of employment.