



February 2019

GOVERNMENT OF THE VIRGIN ISLANDS
TEACHING SERVICE COMMISSION
ADVERTISEMENT NO. 10/2019

Applications are invited from qualified persons to fill the post of **Special Education Teacher**, Virgin Islands Teaching Service.

Vacancy: Special Education Teacher at Virgin Islands Schools, September 2019.

Salary:

Entry in the scale will depend on qualification and teaching experience.

Minimum Qualifications:

- A degree in the specific discipline along with a Teacher's Certificate in Education.
- Three (3) years teaching experience

Responsibilities:

Classroom Tasks

- Assumes responsibilities for demonstrating achievement of individualized education program (IEP) goals and improved academic performance of students with disabilities
- Develops an individual profile for each student using existing assessment data and informal testing and observation and ensures that general education staff have copies of the IEP form listing goals, accommodations, and modifications for individual students
- Provides a continuum of special education instructional opportunities for students to work one-on-one, in small groups, and as a class within pull-out or push-in settings, as appropriate, in support of the general education curriculum
- Employs multisensory teaching strategies based on an understanding of student strengths and weaknesses and learning styles
- Monitors and supports implementation of goals in inclusion classes, collaborates with related service providers and monitors service delivery, monitors behavior intervention plans (BIPs), and provides accommodation/modification support
- Works in collaboration with all general education teachers as a technical expert
- Refers students to the IEP team to develop interventions for students demonstrating disciplinary concerns, truancy, and/or academic failure or to further assess struggling students in all areas of a suspected disability

IEP Tasks

- Encourages parent partnerships and maintains positive communication with parents/caregivers regarding student progress, success, and difficulties
- Assumes responsibility for assisting in writing both initial and updated IEPs based on present levels of performance and developing goals that relate to curriculum standards and content

- Reports achievement of goals and objectives at the end of every advisory period
- Administers beginning-of-the-year and/or end-of-the-year academic testing in preparation for the annual IEP meeting
 - Schedules and coordinates requested and annual IEP review meetings in collaboration with the special education/student support services coordinator, parents/caregivers, related service providers, and general education teacher(s)

Case Management Tasks

- Assumes responsibility for case compliance and student academic progress as documented through both academic and compliance tracking tools
- Assumes responsibility for reviewing and analyzing all student information and developing a corrective action plan for students who need additional testing and/or a change in services
- Assumes responsibility for conducting IEP reviews in collaboration with the special education/student support services coordinator and IEP team and refers students in need of requested reevaluations and/or IEP reviews to the IEP team to develop a student evaluation plan
- Makes monthly contact with parents/guardians either in person or on the phone/via email regarding student's progress.
- Maintains special education files and ensures that all evaluation recommendations are followed up and completed
- Ensures that related services are being delivered in an integrated way and practically applied in the classroom
- Provides requisite monthly/term data to special education/student support services coordinator

Appointment:

- One-year probationary period
- Appointment subject to medical fitness

Benefits if recruited from outside the Territory:

- Relocation assistance, housing allowance and gratuity at 5% (on successful completion of contract)

Location:

- Tortola, Virgin Gorda, Anegada or Jost Van Dyke

Applications:

Applications giving full details of age, qualifications, experience, marital status, and availability, accompanied by two references should be sent to The Secretary, Teaching Service Commission, Ministry of Education and Culture, P.O. Box 72, Road Town, TORTOLA VG1110, VIRGIN ISLANDS.

Closing date for receipt of applications is 1st March, 2019