

PLANO INDEPENDENT SCHOOL DISTRICT
Job Description

Job Title:	RDSPD Curriculum & Instructional Specialist	Wage/Hour Status:	Exempt
Reports To:	Director Plano RDSPD	Pay Range:	833
Dept./School:	Special Education Curriculum/RDSPD Curriculum	Date Revised:	3/31/2023

Primary Purpose:

Assist with the development and implementation of the instructional program for students receiving deaf education services in the district. Works with the Curriculum Department and the Special Education Department to support the Deaf Education instructional program in grades PK-12.

Qualifications:

Education/Certification:

Deaf Education Certification

Master's Degree or substantial completion towards

Three years of teaching experience in Plano RDSPD (preferred)

Experience as a team leader or other leadership role (preferred)

Special Knowledge/Skills:

Working knowledge of federal laws, state guidelines and local district policies

In depth knowledge of specialized instruction options for students who are deaf or hard of hearing

Ability to design, deliver and measure the effectiveness of innovative learning opportunities

Excellent communication skills

Ability to work collaboratively in a team-based environment

Willingness to attend training to further skills and knowledge in curriculum

Knowledge of curriculum and instruction

Ability to compile, aggregate, and analyze data for district-wide specially designed instruction and program planning to determine the effectiveness of implementation and instruction

Ability to develop tools to assist in Special Education teacher responsibilities and performance

Ability to instruct students and manage their behavior

Strong organizational, communication and interpersonal skills

Ability to analyze, interpret and use student data to guide instruction for students

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Ability to plan, monitor and evaluate outcomes of the targeted intervention and accommodations for students

Ability to facilitate differentiation of the instructional program

Major Responsibilities and Duties:

Assume responsibility for the organization and operation of work within the area of supporting students and staff working with deaf education students following federal program guidelines as directed by the district and as specified in 34 Code of Federal Regulations §300.208 (a)(1).

Evaluate the effectiveness of current instructional practices

Collaborate with the Special Education Leadership Team, the Curriculum Coordinators, and campus staff regarding any instructional changes that need to take place on campuses

Provide consultation to DHH, SPED, and general education teachers in implementing strategies

Provide training and follow-up activities on the topic of curriculum and instruction

Facilitate the implementation of new materials, methodologies, philosophies, and innovations using those which meet the needs of students served

Work with RDSPD staff and provide modeling and coaching as needed

Encourage and support development and implementation of instructional goals relating to the Strategic Plan of the district and the campus SBIC and DST

Maintain a positive and effective relationship with principals, coordinators, teachers and students

Support implementation of district and campus assessment strategies

Monitor student achievement data and interpret, report, and act on results

Attend and participate in district and department training sessions and work sessions

Attend and participate in training for deaf and hard of hearing students at the state and regional levels

Monitor professional research and disseminate ideas and information to other professionals, and provide leadership in identifying trends and opportunities, as well as solve problems related to instruction

Demonstrate behavior that is professional, ethical, and responsible and serve as a role model for district staff

Follow attendance policy as assigned by supervisor

Follow rules, regulations, and policies of Plano ISD and follow directives from supervisor

Perform other functions that may be assigned by the Administration and/or supervisor

Working Conditions:**Mental Demands:**

Ability to communicate effectively (verbal and written); interpret policy, procedures, and data; coordinate district functions; maintain emotional control under stress

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Physical Demands/Environmental Factors:

Frequent districtwide and occasional statewide travel; occasional prolonged and irregular hours. Frequent standing, stooping, bending, kneeling, pushing and pulling. Occasional lifting up to 50 pounds. Prolonged use of computer and repetitive hand motions.

Acknowledgement:

Any work-related experience or additional education/training resulting in acceptable proficiency levels in the above required knowledge, skills, and abilities may be an acceptable substitute for the above specified education and experience requirements at the sole discretion of District Administration.

Approved By: Noel McBee, Compensation Coordinator **Date:** 3/31/2023

The above statements are intended to describe the general purpose and responsibilities assigned to this job and are not intended to represent an exhaustive list of all responsibilities, duties, and skills that may be required. District administration and/or my supervisor has the right to add or change duties at any time. This job description supersedes all prior job descriptions for this position as well as rescinding all past and present job descriptions that do not reflect the current requirements of this position.

My signature below indicates I understand and acknowledge my job description.

Employee Signature: _____ **Date:** _____