



UPPER SADDLE RIVER SCHOOLS
Upper Saddle River, NJ 07458

JOB DESCRIPTION

- I Title:** Learning Disabilities Teacher-Consultant
- II Qualifications:**
- A. Valid New Jersey Educational Services Certificate and Learning Disabilities Teacher-Consultant Endorsement
 - B. Minimum experience as determined by the board
 - C. Knowledge of laws and regulations governing special education; and demonstrated ability to effectively assess children's learning characteristics, design appropriate instructional strategies and plan educational programs
 - D. Strong interpersonal and communication skills
 - E. Required criminal history check and proof of U.S. citizenship or resident alien status
- III Primary Function:** To effectively assess pupils' learning characteristics and design appropriate instructional plans in order to enable each pupil to maximize his/her learning potential.
- IV Reports to:** Supervisor of Special Education
- V Major Duties and Responsibilities:**
- A. Participates in the evaluation, classification, and placement of all pupils with special needs.
 - B. Assesses academic proficiency and learning characteristics of each pupil referred to the child study team for evaluation and interprets the findings in written reports and informal conferences.
 - C. Assists in the development and coordination of an appropriate individualized education plan for each pupil requiring special education and/or related services. Participates in the ongoing assessment of academic achievement and educational placement of classified pupils.
 - D. Consults with classroom teachers, administrators, and parents regarding special instructional methods and/or materials necessary to meet the specific needs of individual pupils.
 - E. Keeps up-to-date in the field of learning disabilities and with current regulations governing the education of pupils with disabilities.
 - F. Participates in the development and delivery of inservice programs and parent seminars related to learning disabilities and effective teaching methods.

LEARNING DISABILITIES TEACHER-CONSULTANT

- G. Works to keep the community informed of the special education program and the role of the learning disability teacher-consultant.
 - H. Serves as a case manager as assigned and maintains appropriate case records.
 - I. Maintains professional competence through inservice education and other professional growth activities.
 - J. Performs all duties required as a member of the child study team by administrative code, state and federal laws and board policy.
 - K. Performs other related duties as assigned by the superintendent of schools or the student personnel services director.
- VI **Terms & Conditions of Employment:** Compensation, benefits, workday and year as defined by the negotiated contract between the USRBOE and USREA.
- VII **Evaluation:** Annual evaluation by supervisor as defined in the USREA – USRBOE contract, state law/code, and Board policy.