

POSTING

REVISED

Teacher on Special Assignment – Early Start Transition (Open to SUSD Special Education Certificated Employees only)

- ❖ Start Date: July 1, 2013
- ❖ Work Year: 212 teacher workdays
- ❖ Experience:
 - Minimum of three (3) years experience
- ❖ Compensation: Current rate of pay - step and column apply (per diem to 212 teacher work days)
- ❖ Primary Function:
 - The Transition Specialist facilitates and provides transition support services for children 2.6 years to 3 years of age by serving as the SCV SELPA liaison for each child's family with their service coordinator, service providers and each school district's special education preschool team.
- ❖ Examples of Duties:
 - Create a preschool transition file for each child's district of residence.
 - Attend the TIFSP of all children between the ages of 2.6 and 2.9 years of age as the individual LEA representative in the SELPA.
 - Provide families with their school district's options of preschool special education services including regional services as appropriate.
 - Educate families regarding the process of assessment and IEP process.
 - Follow up with each preschool IFSP team regarding the determined eligibility and recommended services for each child.
 - Develop and maintain a monthly database of transition students to be distributed to each district monthly.
 - Attend the monthly Saugus Early Start Staff meetings and prepare/present updated transition information at the staff meeting.
 - Prepare presentation and present at the Transition Workshop for parents held quarterly.
 - Meet regularly with the four school districts preschool assessment/IEP teams to discuss issues with transition of children from Early Start to preschool special education services.
 - Attend the NLACRC Early Start Unit meetings, as needed, to discuss issues with transition of children from Early Start services to possible preschool special education services.
- ❖ Other Qualifications:
 - Establish and maintain cooperative working relationships.
 - Effective oral and written communication skills.
 - Provide comprehensive special education preschool information to parents.
 - Maintain accurate records.
- ❖ **Application Deadline: Wednesday, May 23, 2013 - 4:00 p.m.**
- ❖ Applications are to be submitted to Jon Baker in Personnel Services.
- ❖ Applications may be downloaded from the Personnel Services Blog or from the District website under Personnel Forms.

Questions regarding this position may be directed to the Personnel Services Department