



We are pleased to announce that we are seeking qualified applicants for the position of

## EARLY CHILDHOOD SPECIAL EDUCATION TEACHER – APPLIED BEHAVIOR ANALYSIS (ABA) PROGRAM

High Desert ESD celebrates all cultures and languages and is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive considerations for employment without regards to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

**POSITION(S):** 1 **Early Childhood Special Education Teacher – Applied Behavior Analysis (ABA) Program**  
40 hrs/week, Mon-Fri, 189 days per year

**LOCATION:** Alyce Hatch Center, Bend

**START DATE:** August 31, 2020

**SALARY RANGE:** As established by bargaining agreement, 2020-21 Licensed Salary Schedule (based on experience and education). Benefits include family insurance package, sick leave, paid holidays, generous tuition reimbursement, PERS contributions.

**QUALIFICATIONS:** **Definition**  
The Special Education Teacher provides appropriate education to special needs children, and performs other functions necessary to the successful operation of the program. The ABA program works with students with severe Autism or communication deficits.

**Qualifications**

This position requires a Masters Degree or equivalent hours in Special Education or a related area. A valid Oregon Teaching License with a special education endorsement is expected. Three years' experience in an Applied Behavior Analysis program or five years' experience in an equivalent program is desirable, but not required. This position requires the ability to physically assist students; significant reaching, bending, stooping, crouching and lifting 50 pounds required. Must have access to reliable transportation and consistent attendance is required. Applicants must have successful experience in working with culturally diverse families and communities, and/or have otherwise demonstrated a commitment to equity and strengthening engagement of a diverse community and skill in communicating with a diverse population.

Please see attached job description for additional information and responsibilities.

**APPLICATION PERIOD:** Open until filled

**CONTACT:**

**DIRECT YOUR INQUIRES REGARDING THIS POSITION TO**  
Amy McCormack, 541.280.2249 or [amy.mccormack@hdesd.org](mailto:amy.mccormack@hdesd.org)

**A COMPLETE APPLICATION INCLUDES**

- Letter of interest stating how your background experience qualifies you to assume the responsibilities of this position
- Current résumé
- Completed application form (may be downloaded from HDESD website [www.hdesd.org](http://www.hdesd.org))
- Three (3) professional letters of recommendation

**DIRECT YOUR MATERIALS REGARDING THIS POSITION TO**

Kristen Johns, Human Resources Specialist  
High Desert ESD  
2804 SW Sixth Street  
Redmond Oregon 97756  
Fax 541.638.9654  
[kristen.johns@hdesd.org](mailto:kristen.johns@hdesd.org)

If you currently hold a regular position with HDESD, you may apply by submitting a cover letter, an up-to-date resume including your current position, and an up-to-date list of references.

High Desert ESD is an affirmative action equal opportunity employer and complies with federal and state statutes that prohibit discrimination on the basis of race, color, national origin, religion, sex, age, disability or marital status. If you have a disability and need an alternate format in order to complete the employment process, you may call Human Resources at (541) 693-5600. Please leave a message describing the alternate format needed. The ESD is committed to maintaining a drug-free workplace and strictly complies with drug testing policy. Employment with HDESD requires employee's wages be paid via direct deposit to a bank account or paycard.

APPROVED:	6/22/2020
<b>DIRECTOR OF HUMAN RESOURCES</b> <b>Posting #L20-21/519-5927</b>	

# **TEACHER SPECIAL EDUCATION – Applied Behavior Analysis Program**

**Definition** The Special Education Teacher provides appropriate education to special needs children, and performs other functions necessary to the successful operation of the program. The ABA program works with students with severe Autism or communication deficits.

**Qualifications** This position requires a Masters Degree or equivalent hours in Special Education or a related area. A valid Oregon Teacher's license with a special education endorsement is expected. Three years' experience in an Applied Behavior Analysis program or five years' experience in an equivalent program is desirable, but not required. This position requires the ability to physically assist students; significant reaching, bending, stooping, crouching and lifting 50 pounds required. Must have access to reliable transportation and consistent attendance is required. Applicants must have successful experience in working with culturally diverse families and communities, and/or have otherwise demonstrated a commitment to equity and strengthening engagement of a diverse community and skill in communicating with a diverse population.

**Classification** Licensed

**Reports To** Depends on assignment:  
Special Programs Administrator or Executive Director Special Programs & Services or Executive Director EI/ECSE

## **Performance Responsibilities**

1. Work as a member of the multi specialist team in providing educational and support services to exceptional children who benefit from an ABA approach
2. Work with children, either individually or in groups, to provide education and supervision
3. Provide instruction based on an Individual Educational Plan (IEP) with specific activities and goals for each special education child
4. Operate individualized programs
5. Use current instructional techniques (ABA and others)
6. Use behavior management techniques
7. Responsible for maintaining student records and overseeing extensive data collection on programs and behavior modification programs
8. Evaluate the progress of each child daily and update programs as they are run
9. Prepare new programs for children as they complete programs
10. Supervise transition of students to regular classrooms when appropriate
11. Evaluate a child's educational placement by using appropriate assessment tools or other developmental checklists
12. Test a child once yearly using appropriate assessments
13. Participate in parent conferences
14. Participate in IFSP/IEP meetings with each child's parents yearly
15. Provide parents with information that facilitates home training
16. Act as a resource for the parents
17. Assist in the training of volunteers, aides, and student aides
18. Participate in programs that support instruction
19. Maintain an orderly and clean facility
20. Establish and maintain effective working relationships
21. Physically assist children and lift or move up to 50 pounds as needed
22. Respect and maintain confidential information in all situations
23. Communicate clearly and appropriately verbally and in writing
24. Communicate appropriately and regularly through use of email
25. Fulfill other related duties as assigned

**Terms of Employment** A one-year contract renewable annually by the Board of Directors, under the terms and conditions of the statutes and Administrative rules of the State of Oregon, conditioned upon successful evaluations and the employee's maintenance of a current, valid teaching credential. Salary and benefits are established by policy and collective bargaining agreement.