**FAIRVIEW SCHOOL DISTRICT**

**Fairview, NJ**

**Job Description: Learning Disabilities Teacher Consultant**

**Reports to:** Supervisor of Special Services, principal

**Job Goal:** Evaluates students suspected of being handicapped for their educational need. Supports the instructional programs with regular and special education teachers. Serves as a member of the Child Study Team for educational planning and placement.

**Qualifications:** N. J. Standard LDTC Certification

Must pass a criminal history background check (CHR) and have a physical examination by a doctor using the district physical examination form.

**Education and/or Experience:**

Master of Arts degree or higher

**Evaluation:**

LDTC will be evaluated on their performance using the Achieve NJ Evaluation components; or **Other Certified Staff Evaluation** components. Performance of this job will be evaluated two or three times annually in accordance with state law and the provisions on the Board's policy on evaluation of certificated personnel.

**Essential Duties and Responsibilities: (Other duties may be assigned)**

* Develop, write and oversee/monitor IEPs as prescribed by law.
* Perform case manager services pursuant to Special Education Regulations.
* Provide instructional services to students who are enrolled in special education programs.
* Administer assessments especially in the development of Learning Evaluation.
* Develop and write Behavior Intervention Plans,
* Complete required reports and paperwork in timely fashion.
* Understands and complies with all laws and regulations pursuant to CST duties.
* Provide consultation to education personnel on behalf of classified and at‐risk pupils.
* Work as a member of the Child Study team to assist in the evaluation of the educational needs of persons suspected of being handicapped, and the appropriate placement of students.
* Evaluates data relative to children evidencing learning and/or adjustment difficulties to determine eligibility for placement in special education programs and/or to receive related services.
* Works with special education staff in developing and improving special education programs.
* Works with special and regular education staff in assisting them with modifying the curriculum and programs for mainstreamed and inclusionary (included) students, and to incorporate the Core Curriculum Content Standards.
* All other duties as assigned by your immediate supervisor and/or principal.

**Responsibilities:**

Monitors pupils' IEPs

Conduct student evaluations

Complete CST reports as needed

**APPROVED BY THE BOARD OF EDUCATION ON: November 14, 2017**