

## **Lamb's Gate Christian School Developmental Specialist**

### **JOB SUMMARY:**

The Developmental Specialist will meet with kindergarten and preschool students with special needs or possible special needs, their families, their therapists and their teachers to ensure that the students who have special needs are in the best inclusive environment with meaningful and appropriate accommodations being made for them while attending Lamb's Gate Christian School.

This is a part time position with an hourly salary.

### **QUALIFICATIONS:**

1. Must adhere to the guidelines and standards stated in the staff handbook.
2. Must have the desire and demonstrate a gift for working with and ministering to children.
3. Must meet the requirements of the Arizona Department of Health, including fingerprinting and FBI background investigation.
4. Must have a solid understanding of Special Education and a minimum of two years experience working in special education or a Special Education Certificate.
5. Teaching Certificate preferred.

### **WORKING RELATIONSHIPS:**

1. Interviewed by the Director, a Lamb's Gate School Board member and one or more other members of the administration team. Hired by the Director.
2. Accountable to the Assistant Director and Director.
3. In harmony with Teachers, Administration, Therapists and Families.

### **RESPONSIBILITIES:**

1. Reach out to the parents and children in love, demonstrating Jesus to them and working with them for the good of the child.
2. Carry out the policies of Lamb's Gate.
3. Meet with prospective families with children with special needs along with the director or assistant director and do observations of the potential students when possible.
4. Assist with crisis management and problem solving to include developing behavior plans with the classroom teacher.
5. Create a "decompression" space for student and assist with students who would benefit from visiting the "decompression" space during the school day.
6. Observe students in the classroom whom teachers or parents have concerns or questions.

7. Assist when there is a student who needs a modification in the classroom or would benefit from modifications to the curriculum.
8. Keep up to date documents and records for students with special needs
9. Request records from prior schools, services or testing.
10. Write MTSS reports for kindergarten students with special needs and turn into TUSD
11. Participate in student meetings with the director, parents, therapists and teachers
  - Help create an accommodations plan and give guidance to the teachers to work with the plan
  - Set up meetings outside of Lamb's Gate for Individualized Service Plans (ISP), testing and screenings
  - Develop relationships and understand the services that are available with the therapists both on and off campus
  - Attend transition meetings for incoming or exiting students
12. Create and direct Activity Days throughout the school year.