

## EVERGREEN SCHOOL DISTRICT

### RESOURCE SPECIALIST

#### GENERAL RESPONSIBILITIES

The Resource Specialist performs a variety of functions within the school environment to facilitate the learning process of handicapped students. The resource specialist maintains a caseload average of 24 individual students and coordinates their individual Educational Programs to facilitate their success in the special education classes and regular classrooms.

#### SPECIFIC DUTIES AND RESPONSIBILITIES

##### **A. Assessment**

1. Assesses students who are referred through the special education referral process by measuring their educational and social development and interprets the results to other specialists and parents.
2. Participates in a multi-disciplinary team to determine needs and specific goals and objectives of student's individual educational plans.

##### **B. Educational Planning**

1. Provides remediation of specific disabilities through direct and small group instruction.
2. Provides assistance to students to facilitate their success in regular program instruction.
3. Modifies the student's individual educational program by continuous evaluation.

##### **C. Consultation**

1. Consults and serves as a resource person with other staff members regarding the needs of students.
2. Articulates with school personnel and parents regarding the student's behavior and educational needs. Works with I.E.P. team to facilitate positive change.
2. Confers with appropriate resources and professionals within the special education department.

##### **D. Professional Growth**

1. Maintains knowledge of current regulations pertaining to Special Education.
2. Continues independent professional growth through the use of journals, workshops and classes, as provided by the district.

##### **E. Other Duties**

1. Maintains records and files and reports as required by federal, state, and district regulations.
2. Maintains the confidentiality of all written and oral information.
3. Participates in school-wide activities and assumes responsibilities as staff member.
4. Other duties as required.

#### QUALIFICATIONS

Required: Specialist Credential-Learning Handicapped, Resource Specialist Certificate of Competence.