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| <b>Job Title</b>      | Special Education Itinerant Teacher |
| <b>PVN ID</b>         | HO-2304-005554                      |
| <b>Category</b>       | Instruction and Social Service      |
| <b>Location</b>       | HOSTOS C. C.                        |
| <b>Department</b>     | Children's Center                   |
| <b>Status</b>         | Part Time                           |
| <b>Hourly Rate</b>    | \$50.00-\$65.00                     |
| <b>Hour(s) a Week</b> | 20.00-25.00                         |
| <b>Closing Date</b>   | Sep 05, 2024 (Or Until Filled)      |

## General Description

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POSITION: Pre-School Special Education Itinerant Teacher (SEIT)

HOURS: Part/Time 8:00AM to 1:00 PM, M – F, (25 hours per week)

REPORTS TO: Senior Education Director

### POSITION SUMMARY

The Part-Time SEIT will collaborate with teachers, children, and parents to provide support to children who have current IFSP's, IEPs or are in the Early Intervention or CPSE evaluation process. This position supports children ages 0 – 5; services are provided in the Hostos Children's Center. The SEIT's role is to work with children who require extra support in regular education settings supporting them to become fully integrated into his or her school program. This is a grant-funded position.

## Other Duties

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- Establish collaborative relationships with students, parents and educators to develop goals and outcomes for children.
- Observe early childhood classrooms and help educators to implement positive behavior interventions and strategies to support educational and social-emotional development.
- Work one-one with students in a classroom setting.
- Provide services in different classrooms.
- Develop Interim Plans, monthly and Quarterly Progress Reports, Annual Progress Reports and Assessments, and implement Individualized Education Plans.
- Support ongoing assessment and maintain documentation of children's performance, remediation needs, and
- Work closely and in collaboration with Center's classroom teachers.

- Maintain accurate records for all children with developmental challenges.
- Complete all educational reports and goals in a timely manner.
- Participation in all CPSE meetings as required by program needs.
- Open communication with supervisor, including reporting any immediate concerns of the parents/guardians.

## Qualifications

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- Masters in Special Education (Birth – 2) with strong understanding of early childhood. development (birth-five years old) and experience with young children.
- Strong communication and interpersonal skills with ability to work as a team.
- Demonstrate cultural competency
- Strong organizational skills for keeping track of ongoing paperwork.
- Complies with all DOHMH requirements and other agency requirements necessary for the operation of the Center.