St Andrew’s School, The International School of The Bahamas is authorised by the Council of International Schools (CIS), the New England Association of Schools and Colleges (NEASC) and was the first school in The Bahamas to offer the International Baccalaureate Organisation (IBO) (Primary Years Programme (PYP) and Diploma (IBDP) programmes.

The School invites applications from qualified and Experienced **Bahamian candidates** and **Permanent Residents** for the following teaching vacancy with effect from June 2015:

**Lead Teacher Special Needs Primary Programme (School Within A School)**

**JOB DESCRIPTION**

The Lead Teacher of Special Needs, Primary Programme will develop and facilitate specific programme designs in the area of academic skills, executive functioning, social skills, independent functioning, and positive behavioral supports.

The work includes the use of evidence-based assessments, interventions and instructional accommodations within a direct (School within a School) classroom, along with providing support for inclusive opportunities throughout the entire school environment.

In addition, the Lead Teacher will provide staff training and individual teacher consultation in the areas of accommodations, modifications and strategies for students with special needs.

**Organisational**

- Maintain individual student Individual Education Programme (IEP) records as required by the School.
- Maintain professional ethical standards in all areas, particularly confidentiality.
- Provide assistance to all teachers as needed.
- Provide and, where necessary, explaining the School's aims and philosophy to the teachers.
- Represent the views of Primary Special Needs Programme in Senior Management Team (SMT).
- Assist in parents' programmes of all kind.
- Work in close conjunction with the SMT for transition to the Secondary School.
- Maintain a dialogue with all staff members.
- Assist the SMT in determining budgetary priorities and in ordering and maintaining supplies.
- Assist the SMT in effectively communicating to parents information relating to the Special Needs Programme.
- Take direct responsibility for curriculum of the Special Needs Programme.

**Planning**

- Develop curriculum modifications and accommodation for the students to gain access to the General Education Curriculum.
- Develop and initiate short-term and long term goals for each student based on the present level of performance.
- Plan collaboratively for student learning.
- Plan, which is based on agreed student learning outcomes, in the context of the School-wide programme.
- Address assessment issues through the planning process.
- Plan with emphasis on connections between and among curriculum areas.
- Plan in a manner that accommodates a range of ability and age levels.

**Teaching**

- Provide individualised training instruction and modeling with the classroom staff to allow for appropriate service delivery.
- Design instructional/behavioral interventions strategies for each individual student to facilitate timely transition to settling as soon as possible.
- Adopt lessons for the purpose of implementing Individual Education Programme (IEP) goals.
• Direct instructional assistants for the purpose of providing an effective learning environment and addressing the individual student needs.
• Instruct students with individualised special needs for the purpose of developing appropriate academic, social, daily living skills and communicative skills through a defined personalised learning plan that provides direct support in the classroom and during inclusive opportunities.
• Manage student behavior using positive behavioral supports for the purpose of providing a safe and individual learning environment.
• Address the individual needs of students with different levels and types of abilities.
• Ensure that children with learning differences are provided with appropriate programmes, including Speech and Language Therapy (SLT), Occupational Therapy (OT) and/or, Applied Behavior Analysis (ABA).

Assessing
• Conduct assessment related to the student’s level of visual systems/supports for the purpose of success in the Special Needs Program and for the purpose of maximising inclusion in General Education.
• Assess the student’s social needs in the area of behavioral, executive functioning, communication and academic needs for the purpose of evaluating students, program design and opportunities for inclusive opportunities.
• Maintain academic and behavioral student record.
• Determine on-going student progress by collecting and monitoring all student data to continually modify academic goals and skill acquisition.
• Use a range and balance of assessment strategies.
• Involve students, parents and teachers in the assessment process.
• Evaluate the programme collaboratively, using agreed, flexible systems.

GENERAL INFORMATION
Candidates must be qualified teachers (holding a minimum of a bachelor’s degree in Special Education) with at least two (2) years teaching experience.

APPLICATION PROCESS
Interested candidates should apply to the School’s Business Office by letter, email or fax as soon as possible.

All applications MUST include the following:
• Letter of Application
• Curriculum Vitae – to include the contact details of at least three (3) referees
• A recent photo

Failure to provide all this information may result in your application not being considered.

Please note that only shortlisted candidates will be contacted. If you have not heard from us within four (4) weeks of making an application, please assume your application was unsuccessful.

The closing date for applications is Friday 17 April 2015. Short listed candidates will be invited to interview at the school in April.

No applications will be considered after the closing date.

St Andrew’s School
Business Office
P.O. Box EE 17340
Nassau, The Bahamas

Email: sandrews@st-andrews.com
Fax: (1 242) 324 0816