

**TITLE: School to Work Teacher**

**SUMMARY OF JOB DESCRIPTION:**

Develop and coordinate a program of community-based services that result in successful employment and community living for youth. Assist with the development and monitoring of Individual Education Plans(IEP) in the area of transition goals and objectives which coordinate with Department of Vocational Rehabilitation Plans. Collaborate with the DVR counselor who also works with the identified youth.

**SUPERVISED BY:** Director of Special Education.

**ESSENTIAL JOB ELEMENTS:**

1. Provide, obtain and coordinate vocational exploration and career development for youth.
2. Teach job seeking skills and facilitation of job seeking activity.
3. Support job development and placement in appropriate, career oriented jobs.
4. Provide job related instruction and supervision to develop specific job skills and behavior.
5. Provide independent living skills training relevant to successful employment and community living.
6. Follow-up counseling with youth, families and employers for one year following placement in a job.
7. Model and teach advocacy skills at work.
8. Case-management to coordinate access of other services and agency linkages.
9. Act as liaison and resource for youth with families, agencies, employers and school staff regarding career and community living.
10. Serve on Interagency Transition Team.
11. Provide staff development and training regarding SWAP in the school and community.
12. Assist with program evaluation to assess the effectiveness and outcomes of programming.
13. Other duties as assigned.

**CONTACTS:**

Director of Special Education, special education staff and general education teachers, DVR counselor, youth, families and employers, professional organizations/associations, and community agencies.

**QUALIFICATIONS:**

1. Colorado Teacher certification/license or related professional field
2. Successful work experience with job placement for youth
3. Effective communication and interpersonal skills.
4. Knowledge of special education and transition skills for youth.

**WORKING CONDITIONS:**

- Analyzing
- Communicating
- Comparing
- Compiling
- Computing
- Coordinating
- Far acuity
- Fingering
- Handling
- Hearing
- Instructing
- Interpersonal skills
- Light lifting to 20 lb.
- Near acuity
- Negotiating
- Reaching
- Synthesizing
- Talking