



SUMMIT CHARTER SCHOOL

370 MITTEN LANE, CASHIERS, N.C. 28717 Phone: (828) 743-5755 Fax: (828) 743-9157

EC TEACHER

Position Description

Summit Charter School is currently seeking applications for an EC Teacher.

NATURE OF WORK

- Under general supervision, provide special education services to students identified as eligible in accordance with state and federal regulations.
- Develop and implement the Individual Education Program in classroom settings and special education settings that are compatible with the student's age and developmental level.
- Develop lesson plans, adapt materials, and design activities to assist EC students to develop appropriate academic, behavioral, and social skills to meet their IEP goals.
- Monitor student progress and maintain EC records in compliance with state and federal guidelines.

DUTIES AND RESPONSIBILITIES

- Develop and implement an instructional plan which is compatible with the school and systemwide curricular goals and the student's Individual Education Program.
- Using North Carolina Standards, develop Individual Education Programs (IEP) for students with disabilities; implement the IEP, and use diagnostic information obtained from tests and other assessment procedures to update IEP's as needed.
- Collaborate with EC team and provide direct special education services to students with disabilities.
- Employ a variety of teaching methods to meet student needs. Implementation of these methods may require the adaptation or development of materials.
- Monitor student behavior; maintain discipline in the classroom; deescalate inappropriate behaviors; teach students appropriate behavioral strategies
- Professionally communicate with parents regarding their child's educational progress via periodic written progress reports, annual meetings, and other meetings as required.
- Act as a case coordinator for assigned students; consult with the student support team, community caregivers, support professionals, and parents to better understand and meet student needs.
- Be knowledgeable of state and federal compliance requirements.
- Maintain student records in accordance with North Carolina's Procedures Governing Programs and Services for Children with Disabilities
- Treat all students in a fair and equitable manner, and interact effectively with students, co-workers, parents, and the community.
- Establish and maintain effective working relationships as necessitated by work assignments.
- Perform other related work as required.

MINIMUM TRAINING AND EXPERIENCE

- Bachelor's degree in special education.
- Must be licensed in North Carolina or willing to apply for licensure

About Summit

Started in 1997, Summit strives to deliver a personalized education that addresses the needs of the “whole child” through an array of opportunities in core instruction, the arts, technology, charter education, and service learning. As a public charter school, Summit offers a choice for parents, students, and educators who want an emphasis on self-directed learning and active participation in the learning process. Key design elements include: small class sizes, individualized instruction, experiential education programs, character development, parent volunteerism, and meaningful community engagement.

Summit recognizes the social and educational value of a diverse leadership, staff, and student community. To that end, we actively seek and encourage employee applications from qualified individuals representing diverse social, ethnic, and racial groups.

Our Mission

The Summit Community engages students in learning experiences that stimulate discovery, inspire excellence, and nurture a positive influence in an ever-changing world. The Summit Experience equips our students with a level of confidence that invokes success, self-worth, and the opportunity to thrive in all endeavors. Our graduates are academically prepared, engaged in community, and strong in character.

Salary & Benefits

Summit Charter School offers a competitive salary in sync with the North Carolina Public School scale. Benefits include employee coverage of health insurance premiums (currently under the State plan with Blue Cross Blue Shield), percentage matching (up to 3%) of contributions made to an individualized TIAA CREF retirement portfolio, contributions to an employee life insurance premium, and participation in AFLAC insurance offerings.

Contact Information

Interested candidates should send a cover letter, resume, and list of three professional references to Andrea Chalker, Summit Charter School, 370 Mitten Ln, Cashiers, N.C. 28717, or send as an attachment document to achalker@summitschool.org.

For more information about Summit Charter School, please visit our website at www.summitschool.org.