



IOSCO REGIONAL EDUCATIONAL SERVICE AGENCY
27 N. Rempert Rd.
Tawas City, MI 48763
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www.ioscoresa.net

VACANCY NOTICE

POSITION: Special Education Supervisor – Tawas Area Schools (212 day contract)

JOB GOAL:

Oversee and supervise special education instructional programs, work with principals and assistant principals in the development of all special education programs and serve as a resource with regard to curriculum, instructions and assessments pertaining to scheduling and special education instructional programs.

PERFORMANCE RESPONSIBILITIES:

- Participates in building-level intervention planning meetings as requested by building staff.
- Participates in multidisciplinary educational team meetings, IEP team meetings, or other educational team meetings, as the designated LEA
- Participates as a member of the educational team to facilitate development and implementation of positive behavior supports and effective instructional practices across regular and special education settings.
- Acts as a liaison between the Tawas Area School District and the IRESA special education department.
- Visits assigned classrooms/buildings bi-monthly or more frequently when necessary to observe, provide feedback, guided practice, and/or coordinate specific problem-solving activities.
- Supports data collection systems and advises the classroom/building team in the implementation of data collection systems and analysis of the data to support data-informed decision making and effective instructional practices.
- Works with building teams in the design and implementation of engaging teaching strategies that support effective instruction, development of Functional Behavior Assessments (FBA), and implementation of Positive Behavior Support Plans (PBSP) for students exhibiting behaviors that interfere with their learning and the learning of others.
- Supplements resource and reference materials to support research-based instructional interventions and positive behavior supports within the general education environment.
- Collaborates with school staff to work effectively with the families of students with disabilities.
- Provides training opportunities to staff in the development and implementation of engaging teaching strategies and/or positive behavior support upon request.
- Keeps current with changes in technology and special education regulations and guidelines that impact the provision of special education services.
- Makes decisions consistent with the Tawas Area School District mission, vision, and core values, establishes and maintains effective communication and positive relationships within the district, and fosters professional development of district staff.
- Acts as a liaison between the district, the community, special education students and their families to develop, direct and/or facilitate appropriate transition activities to address students' post-secondary employment and training goals.

- Assist in providing leadership in the development, implementation and evaluation of district's special education instructional programs and staff; coordinates and supervises professional development for special education staff from PreK-12.
- Ensures implementation of IEP's in all Special Education Classes from PreK-12.
- Provides oversight in the scheduling and assignment of teachers and instructional aides to ensure compliance with all IEP mandated services.
- Assumes any other responsibilities as assigned by the Superintendent or his/her designee.

QUALIFICATIONS:

- Education: Master's degree in Special Education or a related field.
- Experience: Typically 3+ years of successful special education teaching experience, with previous supervisory experience preferred.
- Certification: Valid state special education teaching certification and/or administrative/supervisory certification
- Training and/or certification in applied behavior analysis (ABA), and/or crisis prevention/positive behavior intervention programs such as Crisis Prevention and Intervention or Safety Care, and certification in special education supervision and/or administration are also required.

REQUIRED SKILLS AND ABILITIES:

- Knowledge: Strong understanding of IDEA, Section 504, and state special education regulations.
- Communication: Effective verbal and written communication for collaborating with staff, parents, and administrators.
- Organization: Highly organized with the ability to manage multiple projects, timelines, and legal reports.
- Leadership: Ability to lead teams, resolve conflicts, and drive continuous improvement in student outcomes.

REPORTS TO: Tawas Area Schools Superintendent & IRESA Special Education Director

SALARY: Commiserate with education and experience.

APPLICATION PROCEDURES: Please submit a cover letter, resume, and credentials:

Iosco RESA
 Attn: S. Grover
 27 N. Rempert Road
 Tawas City, MI 48763
 FAX: 989.362.9076
 email: sgrover@ioscoresa.net

DEADLINE: until filled