

BRANCBURG TOWNSHIP SCHOOL DISTRICT
Branchburg, New Jersey

JOB DESCRIPTION

Job Title: Learning Disabilities Teacher/Consultant (LDT/C)

Reports To: Director of Educational Programs & Student Support Services

Contract Terms: BTEA; 10 Month Contract

Qualifications:

- Valid New Jersey Learning Disabilities Teacher/Consultant Certificate
- Prior work experience on a Child Study Team including case management
- Knowledge of NJAC 6A:14

Job Goal: The school LDT/C functions as a member of the child study team to assess the learner's academic levels and provide support to teachers and families in regards to effective strategies, accommodations, and modifications to aid the learner with special needs in the classroom environment.

Performance Responsibilities:

- Assess and analyze learner academic skills including strengths and weaknesses by:
 - Reviewing school records
 - Collaborating with school personnel
 - Observing learners in class
 - Evaluating referred learners to CST
 - Interpreting evaluation results and apply to classroom setting
 - Preparing written report of findings
- Participate with a multidisciplinary team to determine eligibility for special education services through consultation and collaboration.
- Plan, develop and facilitate the delivery of programs for learners with Individualized Education Plans (I.E.P.) which includes:
 - Current educational status
 - Instructional strategies
 - Appropriate programs
 - Related services
 - Evaluative criteria
- Carry out responsibilities of Case Manager:
 - Liaison for parents, teachers, administrators
 - Coordinate and conduct annual I.E.P. reviews
 - Facilitate and oversee the implementation of IEP

- Revise I.E.P. annually and as needed
- Monitor timely completion of evaluative process
- Secure appropriate duplication and distribution of CST records
- Ensure compliance with NJAC 6A:14
- Serve as an educational consultant providing information regarding: learning styles/behavioral characteristics
 - Learning styles/behavioral characteristics
 - Teaching techniques
 - Curriculum development
 - Program options
 - State rules and regulations
 - Current research findings
- Participate in school based activities (I&RS, Crisis Intervention, faculty meetings)
- Effectively plans, coordinates, and manages programs and services consistent with established criteria, policies, and procedures
- Demonstrates behavior consistent with legal, ethical, and professional standards, contributes to the profession, and engages in professional growth

Evaluation

- In accordance with state regulations, Board of Education policy, and agreement between Board of Education and the Branchburg Township Education Association

Board of Education Approved: April 11, 2013

Board of Education Approved Revision: May 17, 2023