

**Hernando County School Board
Florida**

FLSA: Exempt, Union

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| INSTRUCTIONAL SPECIALIST |
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Required Qualifications:

- Bachelor's Degree
- Florida certification in Exceptional Student Education
- Minimum of three (3) years experience in instruction of Exceptional Student Education students

Performance Responsibilities:

- Design and deliver professional development activities
- Provide on-site assistance to groups of school staff based upon administrative requests
- Provide on-site assistance to individuals based upon administrative requests
- Provide follow-up of training for educators
- Serve as a liaison for a student, parent or as a representative of the district at Individual Education Plan meetings
- Conduct individual student evaluations
- Conduct records review in order to make recommendations for individual students
- Provide technical assistance with curriculum
- Develop and implement activities promoting inclusive practices
- Assist school staff in the design and implementation of effective instructional interventions in the pre-referral process
- Participate in planning and evaluation of professional development activities
- Conduct site-based scheduling for inclusion
- Participate in decision-making for individual students to plan for most appropriate instructional programs
- Oversee co-planning for co-teaching partnerships
- Sustain focus and attention to detail
- Perform other duties as assigned by the Director of Exceptional Student Education and/or designee

Physical Demands:

Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the Director of Exceptional Student Education and/or designee

Evaluation:

Annual evaluation done by the Director of Exceptional Student Education and/or designee

Terms of Employment:

- 10-month employment
- Grant funded

Salary:

Salary based upon approved salary schedule - Instructional

Job Code:

52090

Board Approved: 07/28/09

Revised: 05/17/11, 4/15/14, 06/10/14, 06/25/19