

# Job Description: Special Education Teacher



**About Ekisa ::** Ekisa is a Christian ministry and a U.S. registered 501c3 working in Jinja, Uganda with children having special needs and disabilities.

**Primary purpose and function ::** This teaching position will be primarily based in our classroom for children who are on the autistic spectrum. The main purpose of this role is to help the children at Ekisa and those in the Community Care Program develop the skills that will help them learn, as well as those that will help them become more independent. This will be achieved through planning lessons which are personalized to children's ability levels and meet the targets of their IEP.

**Reports to ::** Child Development Director

**Classification of personnel ::** Full-time

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## **Duties and Responsibilities ::**

- Assist in or write Individual Education Plans (IEP) and regularly evaluate children
- Plan and teach lessons that are focused on meeting the goals of each child's IEP through engaging and interesting educational activities.
- Create a learning environment that is safe and welcoming for the children
- Make or request any teaching materials that are required, being creative and using resources efficiently
- Maintain equipment, furniture, and supplies well by keeping them clean and reporting breakages
- Respect and maintain children's and family's confidence/privacy and protect Ekisa's operations by keeping information confidential
- Maintain a safe and clean working environment by complying with procedures, rules, and regulations
- Ensure the children's best interest is priority and maintain a child-focused approach
- Work with therapists to help support children in accomplishing therapy treatment plans
- Collaborate and work with the team of teachers and therapists in order to best meet the needs of each child
- Maintain good working relationships and communication with the teaching and therapy team in order to create a positive and supportive working environment
- Assist with a variety of tasks in order to support the school running in a smooth and high-quality manner

## **Necessary Skills ::**

- Ability to create a classroom curriculum from broad guidelines and adapt it to meet the needs of children living with special needs and disabilities
- Ability to manage challenging behaviors and implement a behavior plan.
- Ability to respond and assist during emergencies
- Creative in providing options and making recommendations to solve issues
- High level of integrity
- Hardworking, friendly, focused, flexible, willing to help out as needed, able to work well as a member of a diverse team...We look for great team players
- Ability to maintain a level of accuracy and confidentiality
- Knowledge of child protection theories and laws

## **Requirements ::**

- Teaching Diploma/Degree or the equivalent qualifications
- Knowledge of applied behavior analysis (desirable: an ability to carry out a functional behavior analysis)
- Behavior both in professional and private life that is exemplary and aligned with Ekisa Ministries' code of conduct
- Minimum 1 year commitment
- Ability to raise your own financial support

## More about Ekisa Academy from one of our teachers

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So, you're thinking of coming to Ekisa as a volunteer teacher? Wondering what a typical day might be like? Here's a quick overview of what teaching here at Ekisa looks like.

At Ekisa Academy we run both a sensory and an academic program for 50 children from ages three to seventeen with a very wide variety of abilities and needs. All of the children living in the Ekisa Residential Program attend school as well as children from our Community Care Program. The students are split into five classes based on ability level, behavioral needs, and, to some extent, age. As much as possible, classes are taught by a co-teaching team where we match each expat teacher with a Ugandan teacher in order for teachers to share knowledge and to learn from each other. Each class also has several teaching assistants to provide extra support for the students and to help keep things running smoothly. Teaching assistants are also responsible for personal care for the students (toileting and feeding) so teachers can focus more on academic instruction.

At Ekisa Academy, we follow the Ugandan school year schedule with the year beginning in February and ending in December. The school year is split into three terms with each term split into 6-week half-terms by a week-long half-term break. We have a three-year rolling curriculum which includes a literacy topic and a combined math and vocational skills topic for each half-term. We have a variety of books available for each topic and most teachers use one book for each week to focus plans around. Teachers are responsible for planning and implementing activities that suit the needs of their class around these topics. Some of the other areas that the children may work on in school include daily living skills, fine motor skills, mark making, Bible classes, physical activities, and sensory activities and teachers also have the freedom to make/adjust class schedules to fit the unique needs of their students.

School runs from 9:00am to 3:00pm every day and teachers generally arrive by 8:30 to set up for the day and stay awhile after the children leave to get everything put away and organized for the next day. The school day includes a snack break for the children in the morning, lunch and outside play time, and an afternoon rest time for students who need it. The weekly school schedule includes a half-day of planning and prep time for each teacher as well as occasional school meetings (all school, teachers and their T.A.s, etc.).

Teaching at Ekisa is a unique and amazing opportunity to work with some truly wonderful children and to experience working with a wide range of ability levels. The nature of life and work here definitely requires you to be creative, flexible, and adaptable and you may also be asked to assist with tasks outside of what you might think of as a typical teaching role in order to help keep things running smoothly. The scope of teacher life here is at times much broader than in North America as you have an opportunity to be involved in so many aspects of these amazing children's lives.