



Co-Teaching Specialist

Description

Location: Madonna School & Community-Based Services | 6402 N. 71st Plaza | Omaha, NE 68104

Status: Part Time or Full Time working 10 months annually from August 1 thru May 31

Reports to: Director of Education & Child Development

Collaborates with: Madonna's Specialists & Therapists and the Administration, Faculty and Staff of Madonna's partner schools, St. Pius/Leo and St. Robert Bellarmine

About the Position:

Madonna seeks a highly collaborative educator with expertise in co-teaching to support our initiative to enhance and expand Inclusive Special Education in the Omaha Catholic Schools. Working in partnership with Madonna's team of specialists and therapists, as well as the administration, faculty, and staff of our partner schools, the Co-Teaching Specialist will support the development, implementation, and continuous advancement of a shared system of evidence-based inclusive practices and co-teaching strategies in partnering Omaha Catholic Schools.

This shared system will ensure partnering schools provide inclusive core instruction and a layered continuum of supports to a wide array of learners, including students with mild to moderate Intellectual and Developmental Disabilities (IDD) and Autism. The Co-Teaching Specialist will directly model co-teaching practices, coach both special educators and classroom teachers, and provide ongoing, embedded professional development opportunities to advance co-teaching practices. Through this work, the Co-Teaching Specialist will strengthen collaboration between special educators and classroom teachers, with the aim of improving inclusive instructional practices across each partner school. This leader will serve as a key liaison between partner schools and Madonna's Director of Education and Child Development to ensure the highest quality education is being offered to every student.

About Madonna:

Madonna School & Community-Based Services is a ministry of the Archdiocese of Omaha serving youth and adults with diverse abilities, including mild to moderate IDD and Autism, through innovative and best-practice programs. Through each program we seek to help Form, Educate, Empower and Employ those we serve so they may achieve their full potential at home, school, work and in the community.

Madonna's programs include:

- **PK-8 Education** with on-site experts at our two partner schools, St. Pius/Leo and St. Robert Bellarmine.
- **Secondary Education** with core and functional academics, pre-vocational instruction, community-based learning experiences and many extra-curricular activities.
- **Transition** for young adults ages 18-21, with programs focused on developing the career and life skills that are key for a successful transition into adulthood.

- **Adult Services** for adults ages 21+ who are working hard to achieve competitive employment, independence, and community inclusion. Programs include Day Service, Employment Services, Residential Services, and Family Navigation services.
- **Project Search** a 10-month work training program for adults who exhibit work readiness, operated on the campus of UNMC and Nebraska Medicine and in partnership with the Munroe-Meyer Institute.

Founded in 1960 by Sr. Evangeline Randolph, RSM, Madonna School & Community-Based Services has a 60-year legacy of providing best-practice, person-centered programs for youth and adults with diverse abilities. Madonna is the only organization in the region to provide a seamless continuum of education and services from PK through Adulthood for individuals with mild to moderate IDD and Autism.

Launched in 2019, the Madonna Community of Inclusive Education is a collaboration between Madonna and partnering Omaha Catholic Schools that provides students with mild to moderate IDD and Autism the opportunity to learn side-by-side with their siblings, friends, neighbors, and peers who are typically developing. Working as a team, expert special education leaders, teachers, specialists, and therapists provide direct services to students and co-teach with classroom teachers to ensure each student achieves his/her individual learning goals.

Principal Duties & Responsibilities

- Embrace the Mission of Madonna School & Community-Based Services and the Catholic-Christian values it is founded upon.
- Work under the direction of and in close partnership with the Director of Education & Child Development to enhance and expand Madonna's inclusive education partnerships.
- Build a shared system of inclusive practices and co-teaching strategies at each Madonna partner school through a tailored and well-executed plan that includes modeling, ongoing professional development, coaching and support for administrators, faculty, and staff.
- Serve as an active member of each partner school's MTSS or Student Assistant Team process, supporting the evaluation of student needs, the development and implementation of individual student plans, and data-based problem solving.
- Attend and fully contribute to all Individual Student Plan meetings of students served.
- Serve as a key liaison between Madonna and each partner school, building strong relationships between the special educators, classroom teachers, administrators and parents/guardians of students served.
- Provide regular progress updates to the partnership's leadership team on building a shared system of inclusive practices and co-teaching strategies.
- Assist the President, Director of Advancement, and Director of Education & Child Development with targeted stakeholder cultivation efforts as called upon, including student/family recruitment, program-related marketing & communications, and relevant fundraising efforts.
- Support each partner school's administration, faculty, and staff in helping each student served achieve her/his individualized learning goals, including taking on responsibilities outside of core duties when/if circumstances warrant and as called upon.
- Manage all duties and responsibilities by maintaining regular work hours and completing all administrative tasks in an accurate and timely manner, while meeting the additional demands naturally tied to cultivating and growing strong relationships across each partner school.
- Actively seek out opportunities for your ongoing professional development to strengthen your expertise in building shared systems of inclusive practices in schools.

Knowledge, Skills and Abilities

- Be a self-starter, willing to learn new skills and take on tasks at any level to achieve goals.
- Be organized and goal-driven, exhibiting follow-through on completing tasks and achieving goals.
- Be a skilled multi-tasker and excellent time manager, exhibiting an ability to effectively manage multiple projects and achieve multiple goals simultaneously.
- Be a collaborative leader, exhibiting the ability to highly engage, motivate and build positive relationships across a wide array of stakeholder groups, including but not limited to supervisors, school leaders, faculty, staff, students, families, and others.
- Exhibit a passion and urgency for the critical role of inclusive education in Omaha Catholic Schools.
- Exhibit a mastery of research-based best-practices in inclusive education and co-teaching strategies which benefit students with mild to moderate IDD, as well as a mastery of modeling to, coaching, and training school leaders, faculty, and staff on inclusive practices.
- Exhibit knowledge of adult learning styles and best practices for training, coaching, and supporting educators that lead to improved practice, including experience coordinating and delivering professional development.
- Exhibit cultural competency with the ability to navigate conversations, myth bust, and promote understanding and sensitivity on issues pertaining to individuals with IDD.
- Exhibit strong analytical, organizational, interpersonal, writing and communication skills.
- Exhibit proficiency in core office applications such as the Microsoft Office Suite and Google Suite.

Education and Experience

- Bachelors with related professional certifications required, Masters preferred.
- 3-5 years Co-Teaching experience required, with 3-5 years in school or district level leadership preferred.
- Valid and Current Nebraska Teaching/Administrative Certificate required.

Physical Demands, Sensory Abilities & Other Requirements

- Ability to drive to multiple school sites.
- Must possess a valid Driver's License.
- If selected, must have permanent use of an automobile that is properly insured.
- Ability to navigate, walk through and provide support in various school settings.
- Ability to reach above and below the waist.
- Ability to use fingers to pick, feel and grasp objects.
- Some crouching, stooping, kneeling, bending, and twisting of the body required.
- Ability to lift and/or carry supplies and/or papers weighing no more than 50-75 lbs., which could include lifting and turning students.
- Physical, visual, and auditory acuity are required for this position.
- Background check and Safe Environment Certification required before beginning employment.

Work Environment

Typical school and office environments, subject to inside environmental conditions.

Reasonable accommodations may be made to enable a qualified individual with a disability or disabilities to perform the primary duties and responsibilities of the job.

The above statements are intended to describe the general nature and level of work required of this position and they are not meant to be an exhaustive list of all responsibilities, duties and skills required. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.

Salary and Benefits

Competitive and commensurate with experience and other qualifications.

Application Instructions

Qualified applicants will be considered until the position is filled.

Application to include:

- Cover Letter
- Resume
- Professional Philosophy
- Copies of all College Transcripts and relevant Professional Licenses or Certifications
- 2 Letters of Recommendation
- Additional 2-3 Professional References

Qualified applicants, please forward your completed application to Tabitha Keating, Director of Administration, at tkeating@madonnaschool.org

For questions about the position, contact Jill Franco, Director of Education & Child Development, at jfranco@madonnaschool.org or 402-556-1883 x125.