**Job Description**

**Kentucky Valley Educational Cooperative**

**Achievement Gap Specialist with Emphasis in Low Incidence**

**Purpose:** Provide support and professional development to local school districts and to provide leadership in developing best practices in delivering services to students with disabilities.

**Responsibility to: Complete the work as outlined in the job description and defined in the scope of work funded by KDE.** KVEC’s Director of Special Education will be responsible for day to day time and effort of the Achievement Gap Specialist.

**Accountable to**: KVEC’s Executive Director

**Skills and Qualifications:**

* Minimum 5 years teaching experience in the field of special education
* Experience as a presenter or trainer of adults
* Knowledge of Alternate Assessment Participation and Eligibility Guidelines
* Knowledge of Alternate Assessment Attainment Task and Transition Attainment Record
* Knowledge of various assessment materials for Alternate Assessment
* Knowledge of specific information regarding content areas tested, accommodations permitted and simplification of materials
* Demonstrated knowledge of reading, writing, math, science and social studies standards
* Demonstrated knowledge of effective instructional learning strategies and specially designed instruction
* Knowledge of adaptations needed for students with disabilities
* Knowledge of IDEA and KARs for students taking the Alternate Assessment
* Knowledge of RTI, progress monitoring, developing and writing IEP and transition (if appropriate) goals for students on Alternate Assessment
* Knowledge in technology to convert face-to-face trainings to virtual trainings
* Strong communication skills

**Major Responsibilities/Expectations:**

* Perform duties and responsibilities in a manner consistent with high professional ethics and courtesy
* After attending a professional learning, disseminate that learning to the proper group of individuals upon return.
* Conduct training to KVEC districts to ensure eligibility of Alternate Assessment students are within guidelines
* Conduct training for Alternate Assessment Accountability Folders, Attainment Task, Transition Attainment Record, accommodations, assistive technology, Alternate Assessment Standards, and adaptation needs
* Assist the Field Training Coordinator of the Kentucky Autism Training Center (KATC) with training site process
* Attend Kentucky Interagency Transition Council (KITC) meetings
* Conduct IEP training to include progress monitoring and transition for KVEC district teachers for students that participate in Alternate Assessment
* Hold monthly Alternate Assessment Cadre Meeting
* Participate in KVEC staff meetings
* Attend and participate in KDE task group(s)
* Conduct professional development activities for districts regarding research-based instructional materials, specialized equipment and motivational strategies
* Provide consultation and coaching to teachers, paraprofessionals and administrators as requested to improve outcomes for students with disabilities
* Complete classroom observation when requested and give feedback on techniques and strategies to improve outcomes for students with disabilities
* Conduct other duties as assigned or requested by KVEC Special Education Directors
* Other duties as requested by the KVEC Executive Director

**Term of Employment:** Full timeemployment,185 - 220 days contract

**Salary:** Based on rank and experience, using the KVEC Consultant Salary Schedule. Fringe benefits comparable to a district level position

**Evaluation:** Annual evaluation in accordance with KVEC evaluation policies and procedures

Please send Resume and a letter of interest to **valarie.campbell@hazard.kyschools.us**

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