



Dennis M. Walcott, Chancellor

**DISTRICT 75/CITYWIDE PROGRAMS
400 FIRST AVENUE
NEW YORK, NEW YORK 10010**

Posting Date: September 16, 2013

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DISTRICT 75 TEACHER VACANCY CIRCULAR # 12, 2013-2014

Position: District 75 Transition Coach

Location: District 75 Schools and District 75 Office
400 First Avenue
New York, NY 10010

Eligibility: Appointed tenured teacher with valid New York City Department of Education license in Special Education, with a minimum of 5 years satisfactory teaching experience with transition-aged students.

Selection Criteria:

Candidates must have:

- Excellent interpersonal skills and written communication skills
- Record of excellent attendance
- Demonstrated knowledge of differentiated instruction specific to the classifications of students who participate in Alternate and Standard Assessment
- Demonstrated knowledge of Common Core Learning Standards (CCLS) and New York State Learning Standards for Career Development and Occupational Studies (CDOS)
- Demonstrated knowledge of methods and strategies for increasing students', families' and staff knowledge and skills about career and transition-related issues and topics
- Demonstrated skill in using data and research to inform instructional practices
- Demonstrated knowledge in the application of work readiness and functional life skills curricula and activities to facilitate career and transition-focused educational program development and implementation
- Demonstrated knowledge of and ability to administer and interpret pre/post vocational assessments
- Demonstrated knowledge of and ability to establish work based learning programs and partnerships
- Demonstrated knowledge of methods of career planning and exploration activities for students with special needs
- Experience in serving as a resource to school based staff, including administrators, relative to all transition related program issues and concerns
- Demonstrated knowledge and understanding of transition planning, linkages to adult and vocational rehabilitation service agencies and OMH, OPWDD, ACCES-VR and CBVI eligibility
- Demonstrated knowledge of assistive technology and its use in classrooms and transition planning
- Demonstrated knowledge of writing transition focused IEPs that are State Performance Plan Indicator 13 compliant

Duties and Responsibilities:

- The District 75 Transition Coach supports administrators, classroom based staff, worksite teachers, job developers, transition coordinators and related service providers to develop practices in their schools that foster the development of individualized, strengths-focused transition practices to assist all students with maximizing their potential for post school success.
- Work with school-based administrators and pedagogues to ensure the provision of transition services to students as per their IEPs
- Assess the teaching needs of District 75 pedagogues in order to develop and provide professional development appropriate to their needs
- Assist teachers in designing and implementing instructional activities aligned with the Common Core Learning Standards and NYS Career Development and Occupational Studies Standards
- Work with school-based administrators and pedagogues to ensure the provision of transition services to all eligible students as required by State mandates
- Assist staff with utilizing assessments to inform instructional planning and development of State Performance Indicator 13 compliant IEPs
- Support teachers in adapting curriculum and instruction to meet the individual needs of students and utilizing work readiness and life skills curricula, when applicable
- Provide classroom, school and district-based trainings to staff, students and parents (as needed) on various transition, vocational and career related topics
- Establish linkages and partnerships with adult service agencies, employers, state and various post secondary training institutions
- Maintain and submit written logs and participate in district-based staff development and staff meetings
- Ability to travel to District 75 schools across all boroughs

Hours: 8:10 a.m. – 3:00 p.m.

Salary: As per UFT Collective Bargaining Agreement

Application: Send cover letter and resume by close of business **Friday, September 27, 2013** to:

**Natalie Mc Queen, Director
District 75 Office of Transition Services
400 First Avenue Rm. 440
New York, NY 10010
Or, by e-mail to: Nmcqueen@schools.nyc.gov**