



**Our Mission:**

Empowering people to discover their directions for life in a changing world

**Classroom Teacher**

Southeastern Directions for Life has an immediate opening for a full-time Classroom Teacher in our Education and Integration Program.

**QUALIFICATIONS:** Teacher certification in the state of South Dakota. Special Education certification preferred. You must have current driver's license, car insurance and a driving record acceptable to Southeastern's Insurance provider. You must pass a comprehensive criminal background check to include fingerprinting, drug screening, and a check thru the Dept. of Social Services Central Registry.

**JOB SUMMARY:** Provide services to individuals with Developmental Disabilities. Our mission is to "Educate and support individuals to discover their directions for life". Work directly with the people supported teaching them self care, social, vocational, independent living, and communication skills. Communicate with the family members of the people we support in an effort to maintain a positive relationship between them and the other family members. Provide an educational environment that is safe, clean and conducive to learning. Responsible for program writing, IEP/ISP's, assessments, PCT tools etc. Coordinate for individuals on assigned caseload. Supervise Educational Direct Support Professionals. Southeastern is a year-round facility. Flexibility during emergencies and inclement weather is required.

**ESSENTIAL JOB FUNCTIONS:** Essential job functions include but are not limited to:

**Professional Integrity and Growth:**

**Essential Job Functions: General**

1. Perform in accordance with the policies and procedures of Southeastern Directions for Life.
2. Administer all aspect of position using good judgment and sound reasoning based on education and experience.
3. Participate in staff development activities to enhance professional skills and growth.
4. Maintain confidentiality.
5. Maintain a valid driver's license and a good driving record so as not to put Southeastern Directions for Life insurance in jeopardy.
6. Maintain positive rapport with staff and individuals within the agency.
7. Perform in accordance with the Core Values of the agency.
8. Complete necessary paperwork accurately and on time.

**Program Development and Implementation:**

1. Coordinate for people supported as assigned which includes:
  - a. Complete pre-ISP/ISP assessments and participate in IEP/ISP meetings.
  - b. Develop, write and/or amend specific training/behavior programs, as delegated, within one week of the IEP/ISP.
  - c. Write quarterly reports and any other reports as needed.
  - d. Compile daily behavioral data and submit by the 5<sup>th</sup> of each month to the CLC.
  - e. Maintain professionalism when communicating with families and/or guardians, and refer them to CLC regarding any pertinent information.
  - f. Provide positive learning experiences.

**Supervision:**

1. Provide supervision on site and in community, to ensure the overall operation of the program.
2. Interview, train and support Direct Support Professionals (DSP's).
3. Provide monitoring and monthly staff meetings to ensure quality services.

Please email resume and/or application to: [hr@southeasternbh.org](mailto:hr@southeasternbh.org)

Equal Employment Opportunity/Affirmative Action Employer Minority/Female/Disability/Veteran