

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DOH0727046  
POSITION NO: 943514  
CLASS CODE: 3745

Date Posted: 09/24/12  
Closing Date: 11/02/12

POSITION TITLE: ADAPTIVE EDUCATION TEACHER

DEPARTMENT NAME: Department of Behavioral Health Services - Navajo Regional Behavioral Health Center

DEPARTMENT NO: 72 WORKSITE LOCATION: Shiprock, NM

WORKS DAYS/HOURS: POSITION TYPE: GRADE: R66A

Days: Monday - Friday

Permanent:

SALARY:

Hours: 80 hrs.

Temporary:

Duration: \$ 45,011.20 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 21.64 Per Hour

**DUTIES AND RESPONSIBILITIES:**

Plans, develops, writes and implements curriculum and educational programs in accordance with education/treatment goals and student's abilities; completes educational assessments including assessment of current academic status, motivation for school, history of strengths and weaknesses, and educational goals for new admissions; in coordination with student's home school determine if child is enrolled in school prior to admission, obtains transcripts, assessments and behavioral information; provides direct academic teaching of required courses in educational classes; updates and revises curriculum through the acquisition of educational materials and training; responsible for providing grades/transcripts to student's home school upon discharge from treatment center.

Develops individual program plans and daily lesson plans; ensures that appropriate classroom time is provided for each subject in accordance with state and Navajo Nation standards; evaluates assignments and monitors progress and achievements; manages behavior to ensure an emotionally and physically safe classroom environment; serves as an active member of treatment team; participates in treatment team meetings and treatment plan reviews providing information about student's progress in meeting educational goals and academic progress; participates in multidisciplinary treatment planning meetings; assists resident with vocational and career searches, applications and training.

**QUALIFICATION REQUIREMENTS:**

**Education and Training:**

A Bachelor's degree in Education; and

**Experience:**

two (2) years professional teaching experience in middle or high school grades; OR a Master's degree in Education; and one (1) year professional teaching experience in middle or high school grades.

***(To receive full credit for education/training, applicant must submit copies of college transcripts, degree, certificates, diploma, licensure, etc.)***

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.

**Special Knowledge, Skills and Abilities:**

Knowledge of federal, state and Navajo Nation rules, regulations, policies and procedures related to areas of assignment; knowledge of theories, principles, practices and techniques of educational methodology applied in teaching adolescents; knowledge of Navajo culture and its influence on the daily lives of the children and family; knowledge of academic and/or vocational education curricula; knowledge of the principles and practices of educational or vocational assessments, evaluation and interpretation; knowledge of alternative educational programs, such as GED, Job Corps, vocational training, challenge programs, etc.; knowledge of first aid and safety practices and procedures; knowledge of behavioral management systems and processes; knowledge of medical and psychosocial issues related to individuals with learning, developmental and/or emotional disabilities.

Skill in the administration, evaluation and interpretation of educational/vocational assessments; skills in maintaining a clean safe supportive educational environment; skill in establishing and maintaining effective working relationships.

Ability to evaluate, design and implement curriculum, testing and/or teaching methodologies; ability to work with youth and establish a positive resident/teacher relationship; ability to work with and collaborate with education and health care specialists.

**License/Certification Requirements:**

Must possess a Department of Education Teaching License by the State of Arizona or in assigned state, a First Aide Certificate; a Cardiopulmonary Resuscitation (CPR) Certificate and a valid state driver's license. Within 90 days of employment must pass a criminal background check, fingerprinting and physical examination and obtain a Navajo Nation Vehicle Operator's Permit.

**VETERANS' PREFERENCE APPLIES**

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.**