

## Elementary Teacher – Special Needs

Janus Academy – Calgary, AB

Janus Academy was established in 1997 and is an accredited private school exclusively for children diagnosed with Autism Spectrum Disorder (ASD). We are a small school of 60 students making a big difference in the lives of our students and their families.

The Janus Academy Elementary Teacher is responsible for developing a flexible program and learning environment that provides specialized instruction based on adapted or modified Alberta Education curriculum. The academic program is incorporated within the student's Individualized Program Plan and meets Janus Academy's mission to provide excellence in innovative teaching techniques that meet the student's academic, social and emotional needs. We operate on a traditional school calendar, with a very low student/staff ratio.

We are currently looking for an energetic individual to join the team at our elementary campus.

### Key duties and responsibilities:

- Collaborate with the Principal and classroom team to ensure effective and efficient academic and Applied Behavior Analysis (ABA) program delivery
- Work with the Principal and the Classroom team to modify the general Alberta Education curriculum for students with ASD based upon Janus Academy's philosophy and a variety of instructional techniques and technologies
- Provide educational and professional leadership and mentoring in the classroom
- Prepare for daily teaching assignments in such a way that orderly student development and progress is ensured
- Teach students in a variety of manners which project an image of enthusiasm, motivation and encouragement
- Ensure positive communication with families through regular verbal and written contact regarding program, student's progress, opportunities for involvement, special concerns and family needs
- Collaborate with the Program Coordinator to provide direct and indirect instructional support to students, in a classroom that promotes a healthy, effective learning environment
- Develop and write academic Individual Program Plans (IPP) goals and Individual Transition Plans (ITP) when required
- Keep up-to-date records of student achievement, assessment results and reporting to parents. Reporting methods include: communication books, phone calls, IPP's and Final Progress Reports
- Keep accurate attendance records
- Participate in student workshops and parent-teacher interviews
- Complete performance evaluations in collaboration with the Program Coordinator
- Make use of resources and services in the school in order that the student fulfills their potential
- Respect confidentiality as related to parents, students and other staff members in a professional and ethical manner
- Ensure that program activities operate within the policies and procedures of Janus Academy
- Maintain good order and discipline amongst students under their care and supervision, safeguarding their health and safety at all times
- Contribute and adhere to the treatment philosophy and programs for all students at Janus Academy
- Ensure high standards of professional practice and quality of teaching and learning of the subjects
- Participate in regularly scheduled staff and team meetings; as well as school assemblies and field trips

### Requirements:

- Valid Alberta Teaching Certificate or equivalent, recognized by Alberta Education
  - Special Education training or experience working with children with special needs is an asset
  - Knowledge of principles and methods for curriculum and lesson design, teaching and instruction for individuals, particularly for modified and/or adapted curriculum
  - Documentation of successful practicum and/or teaching experiences
  - Knowledge of the principles of Applied Behavioural Analysis (ABA) is an asset
  - First Aid / CPR certification is an asset; can be obtained upon hire
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- Clearance from a current Criminal Records check, including vulnerable sector check
- Excellent oral and written skills in the English language
- Excellent interpersonal skills to work effectively with students, families and staff
- Strong communication, leadership and time management and organizational skills are an asset
- Ability to work collaboratively on a team, as well as an ability to take initiative and work independently are assets
- Ability to obtain a Class 4 Driver's License is an asset

Qualified applicants should direct their resume and cover letter to:

Lorelei Abernethy, Executive Director  
Janus Academy – Acadia Campus  
8516 Athabasca Street SW Calgary AB T2H 1S1  
email: [lorie@janusacademy.org](mailto:lorie@janusacademy.org)

**Available:** Spring 2017, Full-time

*Position will remain open until a suitable candidate is found*

**Pay:** Commensurate with experience

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