



# Citizens of the World – Cincinnati Founding Special Education Coordinator

## SUMMARY

### Organization Overview

Our purpose at Citizens of the World Charter Schools (CWC) is to realize human potential by strengthening the bonds among us and developing true citizens of the world. In this work, we are guided by our core values of Excellence, Authenticity, Diversity, Community and Change, and our operating norms that reflect a commitment to personal and professional growth, including operating as learners, with curiosity, integrity and humility. The mission of Citizens of the World Charter Schools is to impact and expand the conversation about what an excellent education contains, requires and accomplishes. Citizens of the World schools challenge students to realize their full potential and thrive in a diverse society. We are public schools open to all, committed to serving diverse communities throughout the U.S. with schools currently in Los Angeles and Kansas City. We develop sophisticated thinkers who master content and have a courageous and compassionate sense of responsibility for themselves and others. Our schools are in strong demand. Our classrooms are challenging – and joyful – learning environments that engage children through fun projects tailored to their personal experiences, strengths and needs. Our teachers take the time to get to know each child as an individual. Because we focus on project-based learning, the Arts are an integral part of our curriculum. We empower children to think critically and learn to engage respectfully and productively with fellow students by developing their capacity to enter into and understand the lives of others. Our goal is for student “success” to include mastery of both content and emotions, so that students can meaningfully connect with each other, be part of any community, and courageously decide who they are in the world and how they want the world to be. For more information on Citizens of the World Charter Schools, please visit [www.cwccincinnati.org](http://www.cwccincinnati.org). Because we seek to provide a racially, socio-economically, culturally, and diverse community of students in Cincinnati as an organization, we look for teachers who are committed to:

- Servicing a racially, socioeconomically, and culturally, diverse community;
- Developing students’ social and emotional skills to prepare them to become citizens of the world in an ever-changing future; and
- Promoting academic rigor through a constructivist, project-based learning approach, to support and develop children’s natural intellectual curiosity

CWC Cincinnati is launching in the fall of 2021 with grades Kindergarten and 1st in the Madisonville community. Our mission is to provide an excellent public education focused on developing and demonstrating understanding while building connections within a diverse community. Our goal is

# Citizens of the World – Cincinnati Founding Special Education Coordinator

for student “success” to include mastery of both content and emotions, so that students can meaningfully connect with each other, be part of any community, and courageously decide who they are in the world and how they want the world to be. Founding teachers are energized by the entrepreneurship and innovation possible in a brand-new school and are leaders committed to cultivating a school community deeply invested in our mission and core values. They have the entrepreneurial mindset and desire to be trailblazers, operating in the best interests of students.

## **Our core values are embraced by the entire community:**

- **Excellence:** we demand lasting quality
- **Diversity:** we are better and stronger because of our differences
- **Authenticity:** we are our true selves in this work, and we are candid
- **Community:** we care deeply about people. We share and build partnerships. We celebrate, laugh, and seek joy, even in the tough times
- **Change:** we welcome the unknown, embracing the unexpected and new. We adapt to meet the ever-changing times. We find new ways.

## **Position Description**

CWC teachers are driven and innovative educators who are energized by a unique charter school environment and have a deep commitment to diversity, equity, and inclusion. They implement a high-quality, rigorous, and engaging academic program and have a passion for pedagogical practices grounded in constructivism, project-based learning, and the multiple intelligences theory. CWC fosters a creative and collaborative environment in which teachers grow as educators through ongoing coaching, observation, and feedback cycles while providing an excellent education to their students.

## **Responsibilities**

- Monitoring and implementing School’s compliance with all student Individual Education Plans (IEP’s), maintaining active and up to date records
- Monitoring and implementing the School’s Special Education Program, which includes compliant timely response to parent inquiries, student assessment, and reporting
- Supporting and leading the convening of the Student Support (Success) Teams, providing clear agendas, goals, and documentation of each meeting
- Conferencing with teachers, school leaders, and other instructional personnel, external educational agencies, to aid in the development of robust, appropriate, educational

# Citizens of the World – Cincinnati Founding Special Education Coordinator

programming and supports to students who are at-risk of failure, not meeting school academic goals, and/or currently being supported by a formal IEP

- Overseeing and implementing the School’s Response to Intervention program and monitoring and documenting school-wide, including classroom progress toward goals
- Use of data to tailor instruction to meet individual student academic and social needs with a goal of every student performing on grade level or above in all subject areas;
- Creation of a strong classroom culture that is developed through CWC’s social emotional learning and diversity and inclusion focus, and contributes to the broader school community;
- Participation in professional development activities, both internal (led by the principal, lead teachers and visiting experts) and external (visiting other schools, attending conferences, and engaging in best practice sharing with others in the charter school community, etc.);
- Maintenance of frequent communication and engagement with colleagues, students’ families, and other school stakeholders;
- Participation as an active member of the community to provide stewardship of the school and adherence to its mission and guiding principles;
- Maintenance of a high level of professionalism including meeting deadlines, and commitments to self, students, and the community;
- Collaboration with a grade level team and special education/resource (RSP) teacher to design and implement curriculum and assess student growth in meaningful and rigorous ways.

## Qualifications

The ideal candidate will have:

- A Bachelor’s degree and Ohio Special Education Certificate (Early Childhood Special Education Endorsement preferred)
- Minimum of two years of experience teaching special education in relevant elementary grades
- Experience working in a socio-economically, racially, and culturally diverse classroom setting
- Knowledge of and experience with SPED related computer programs to document services, notes, write IEP's and run all necessary reports.
- Knowledge of all compliance oriented SPED timelines, procedures, and processes (generally and within OH DOE)

# Citizens of the World – Cincinnati Founding Special Education Coordinator

- Ability to effectively manage and instruct both small and large groups of students;
- An exhibited ability to work with children in a caring and respectful manner in order to create a joyful, caring classroom environment where instructional time includes community building, conflict resolution, skill-building, and empowering students to be peacemakers and agents for positive social change;

## **Skills/Traits**

The candidate must have:

- Unwavering commitment to diversity, equity, and inclusion individually and as a facilitator of learning in the classroom
- Knowledge of and experience with SPED related computer programs to document services, notes, write IEP's and run all necessary reports
- Knowledge of all compliance oriented SPED timelines, procedures, and processes (generally and within OH DOE)
- Maturity, humility, strong work ethic, sense of humor, and a can-do attitude
- Personal investment in creating a classroom in which social emotional learning is the foundation of the culture
- Belief and willingness to ensure that all students can learn and achieve at high levels
- Strong communication skills, verbally and in writing, and ability to effectively use those skills with a diverse audience.
- Experience working with diverse populations, including English language learners and students with special needs
- Excitement about learning and implementing new teaching methods and effective practices that are aligned to the CWC model and positively impact student
- Excellent collaboration and interpersonal skills, finding joy in working with others
- Ability and openness to accept and give constructive feedback around improving professional practices and student-related data.

This position will supervise a Special Education Teacher and collaborate with all instructional faculty and staff to support student learning.



# Citizens of the World – Cincinnati Founding Special Education Coordinator

**Interested applicants should email a resume and cover letter. In your letter please include a short response to each of the questions below:**

1. How would you describe your philosophy or approach to teaching in an inclusive educational environment?
2. Describe your vision of the characteristics of a learning environment that assures academic achievement for special learners?
3. Describe effective approaches to professional development for teachers in inclusive elementary classroom settings?

**Please email a cover letter and resume to [recruitment@cwcschools.org](mailto:recruitment@cwcschools.org) with the email subject line title: "CWC Cincinnati Special Education Coordinator".**