

Special Education Teacher Job Description

Position Title: Special Education Teacher (Resource Teacher)

Location: Knowledge Quest Academy (K-8 Charter School)

Position Type: Full-Time (187-day contract)

About the Role

Knowledge Quest Academy is seeking a Special Education Teacher to join a highly collaborative, student-centered team. This position serves as a case manager and instructional leader for approximately 20-25 students with IEPs, working closely with another Special Education teacher, paraeducators, general education staff, and district specialists.

While this role has a primary focus on middle school students, there is flexibility depending on the strengths of the candidate and team needs. Above all, we are looking for someone who is passionate about meeting student needs and thrives in a team-oriented, supportive environment. This is an ideal role for a Special Education teacher who values both strong systems and meaningful relationships with students.

What You'll Do (Key Responsibilities Include)

- Serve as the case manager for students with IEPs, ensuring compliance, accuracy, meaningful goal-setting, and ongoing progress monitoring
 - Collect and report IEP data to the District Special Education Administration
 - Lead IEP meetings in collaboration with administration, school psychologists, and related service providers
 - Coordinate and manage initial evaluations, annual reviews, and triennial reviews
 - Provide both direct services (instruction/intervention) and indirect services (coordination and support)
 - Develop and maintain schedules for paraeducators to ensure students receive consistent, effective support based on IEP requirements
 - Collaborate closely with general education teachers—both informally and in classrooms—to support student success
 - Communicate regularly and effectively with families using a variety of platforms
 - Work with related service providers (speech, OT, PT, DHH, etc.) to ensure cohesive support for students
 - Contribute to a growing and evolving Tier 2 intervention system by serving on the Student Intervention Team (MTSS)
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Our Approach to Supporting Students

We use a combination of push-in and pull-out services to ensure students are supported in the least restrictive environment. Rather than relying on a single program, we prioritize research-based practices and empower teachers to meet student needs in the most effective way.

What Makes This Role Different

- **Manageable caseload:** Approximately half the size of many comparable schools
 - **Strong team structure:** Two Special Education teachers and a well-established, high-functioning paraeducator team
 - **Supportive administration:** Leadership actively removes barriers so teachers can focus on students
 - **True collaboration:** A culture where staff support each other and genuinely enjoy working together
 - **Flexibility and autonomy:** We hire strong educators and trust them to do great work
 - **Family-like school culture:** As a K-8 school, long-term relationships with students and families are the norm
 - **Engaged community:** Strong parent partnership with minimal conflict around curriculum and instruction
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About Our Students & School

Knowledge Quest Academy serves a K-8 population with above-average academic performance and strong behavioral expectations rooted in our nine pillars of character. Our structured environment, combined with a caring and collaborative staff, creates a positive and supportive learning experience for students.

Qualifications

- Valid Colorado Special Education teaching license required
 - Experience in Special Education preferred, but we welcome passionate and capable educators at various stages of their careers
 - Strong understanding of IEP development, compliance, and service delivery
 - Ability to collaborate, communicate effectively, and adapt in a dynamic environment
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Compensation & Benefits

- Salary aligned with KQA's competitive salary schedule (approximately 70th percentile in Colorado)
- Unique salary structure that allows for growth over a 30-year career (vs. typical 20-year schedules)
- **Full credit for years of experience:** Unlike many districts that cap incoming teachers at 7-8 years, KQA honors all relevant years of service. For example, a teacher with 20 years of experience can expect to be placed accordingly on the salary schedule rather than being capped at a lower step
- Supportive working conditions designed to sustain long-term success and satisfaction

Why Knowledge Quest Academy?

At KQA, we believe great schools are built by great people. We prioritize hiring educators who are both skilled and committed to students—and then we support them, trust them, and give them the space to do their best work.

To Apply

Please send a letter of interest, a current resume, and three letters of recommendation to:
Paul.Stecina@weldre5j.org

Or mail to:

Hiring Team
Knowledge Quest Academy
705 S School House Drive
Milliken, CO 80543