

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼
HUMAN RESOURCES ENTERPRISE
EDUCATOR

DEFINITION

Performs professional level work in educational programs; performs related work as required.

The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

WORK EXAMPLES

Instructs students to advance an understanding of academic subjects and/or to realize developmental abilities.

Prepares specialized or individualized learning devices or projects by adapting curriculum, devising lesson plans, and establishing behavioral objectives.

Prepares or reviews progress notes and other records and reports to determine the effectiveness of established educational objectives and goals.

Establishes behavioral objectives for students to facilitate the learning process and to reinforce treatment goals.

Participates on treatment or diagnostic teams to provide information and recommendations concerning education levels, abilities, and needs; interprets educational data and testing information, assesses and presents educational plans or objectives, and evaluates available community resources considered in placement planning.

Advises school administrators, community social workers, public school teachers, and area agency education consultants in effecting plans of students placed in the community; provides resource material such as treatment team recommendations and diagnostic data; develops or reviews programs in the community in cooperation with community agencies.

Reviews and/or guides the work of education aides or student teachers assisting in the education program to assure education goals and objectives are properly assimilated in the learning center.

COMPETENCIES REQUIRED

Knowledge of the principles of education.

Knowledge of current teaching methods and techniques.

Knowledge of the function and philosophy of the facility and of participating treatment fields.

Knowledge of human behavior, child psychology, human growth and development.

Knowledge of the structure and functions of education agencies and resources available in the community.

Ability to instruct, supervise and discipline pupils.

Ability to select appropriate materials to fit the learning capabilities of students.

Ability to use and interpret educational diagnostic material and data.

Ability to evaluate the effect of education goals on overall treatment plans and objectives.

Ability to incorporate innovations in the education field or discoveries about the learning process into teaching methods and techniques.

Ability to use audiovisual equipment.

Displays high standards of ethical conduct. Refrains from dishonest behavior.

Works and communicates with all clients and customers providing quality professional service.

Displays a high level of initiative, effort, attention to detail and commitment by completing assignments efficiently with minimal supervision.

Follows policy, cooperates with supervisors and aligns behavior with the goals of the organization.

Fosters and facilitates cooperation, pride, trust, group identity and team spirit throughout the organization.

Exchanges information with individuals or groups effectively by listening and responding appropriately.

EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS

Applicants must meet teaching certification requirements established by the Iowa Department of Education including completion of an elementary, secondary, or child development program of teacher preparation.

NECESSARY SPECIAL REQUIREMENTS

Designated positions in this job class require applicants to obtain the required Chauffeur’s License and endorsements within a period of time as determined by the appointing authority at the time of hire.

For specific positions, the appointing authority may require certain endorsements and approvals as may be established by the Iowa Board of Education Examiners (BOEE). For more information on endorsements, go to the BOEE website at: <http://www.state.ia.us/boee/endnos.html>. For class endorsement and approval numbers for licenses issued before October of 1988, go to the BOEE website at: <http://www.state.ia.us/boee/endnosold.html>.

Applicants wishing to be considered for such designated positions must list applicable coursework, experience, certificate, license, or endorsement on the application.

PAY GUIDELINES

In accordance with the Iowa Department of Administrative Services-Human Resources Enterprise (DAS-HRE) rule 53.7(4), pay for this job class is determined by the credentials (education and experience) of the applicant and the requirements of the educational program for this position. The pay grade listed for this job class is 27(-2). This extended range concept encompasses pay grades 25, 26, and 27. A person who has the lowest credentials required for a position would start at the minimum of pay grade 25, while a person with the highest credentials required for a position would start at the minimum of pay grade 27. **Employees then progress through the pay range to the maximums noted below.** To facilitate these pay guidelines, three separate class codes are applicable to this job class. Class code 01013 is used for pay grade 25, class code 01014 is used for pay grade 26, and class code 01015 is used for pay grade 27. Employees will be placed in the appropriate class code based on their credentials. After obtaining additional credentials, employees in this class are reclassified to the appropriate class code to receive additional compensation. Following is the criteria used to determine the pay grade of employees in the Educator class:

EDUCATOR (01013)	<u>Minimum</u> Pay Grade 25 (27(-2))	<u>Maximum</u> Pay Grade 25
A)	Certification by the Iowa Department of Education.	

EDUCATOR (01014)	<u>Minimum</u>	<u>Maximum</u>
	Pay Grade 26 (27(-1))	Pay Grade 26
A)	Certification by the Iowa Department of Education. Bachelor's degree with twelve semester hours of graduate-level coursework plus two years of professional experience in an educational program.	
B)	Possession of a Bachelor's degree with special education certification by the Iowa Department of Education.	
C)	Possession of a Master's degree and certification by the Iowa Department of Education.	

EDUCATOR (01015)	<u>Minimum</u>	<u>Maximum</u>
	Pay Grade 27	Pay Grade 27
A)	Certification by the Iowa Department of Education and certification in special education plus two years of professional experience in an educational program.	
B)	Possession of a Master's degree plus two years of professional experience in an educational program and certification by the Iowa Department of Education.	
C)	Possession of a Master's degree in special education and certification by the Iowa Department of Education.	

Effective Date: 09/15 SA