



**CHURCH TEACHERS' COLLEGE: MANDEVILLE**  
**EDUCATIONAL ASSESSMENT & INTERVENTION CENTRE**

**VACANCY NOTICE**

**SPECIAL EDUCATION TEACHER (Graduate Teacher)**

**The Board of Management of Church Teachers' College invites applications from suitably qualified individuals to fill the position of Special Education Teacher within its Educational Assessment & Intervention Centre.**

**Job Summary:**

The successful candidate will support both academic and non-academic activities of the Centre while working with students who present a wide range of learning, mental, emotional, and physical disabilities. The Special Educator will adapt general education lessons and teach subjects such as reading, writing, and mathematics to students with mild to moderate disabilities, while also supporting learners with severe disabilities in developing literacy, communication, and essential life skills.

**Key Responsibilities:**

- Assess students' abilities and develop individualized teaching plans.
- Develop, implement, review, and maintain Individual Instructional Plans (IIPs).
- Collaborate with the Diagnostician in interpreting assessment results to inform teaching strategies and intervention planning.
- Provide instruction in one-on-one, small group, and classroom settings.
- Monitor and document students' progress and maintain accurate records.
- Train and support parents and teachers in implementing strategies for children with special needs.
- Assist students with severe disabilities in developing basic life and communication skills.
- Prepare students for academic transitions and post-school integration.
- Utilize assistive technologies and specialized instructional tools.
- Maintain teaching portfolios, daily logs, and instructional records.
- Works closely with the Diagnostician to translate assessment findings into classroom strategies.
- Provides feedback to support ongoing student reassessment and programme adjustments.
- Supports implementation of recommended interventions and accommodations.
- Contributes classroom observations to inform diagnostic decisions and programme revisions

**Minimum Qualifications & Experience**

- Bachelor of Education with specialization or certification in Special Education from a recognized institution.
- Minimum of three (3) years' teaching experience, preferably working with students with learning, developmental, behavioral, or physical disabilities.
- Training or experience in developing and implementing Individual Instructional Plans (IIPs/IEPs).
- Competence in classroom assessment and intervention strategies.
- Familiarity with assistive technologies and adaptive instructional strategies an asset.

*Annual Salary Scale: \$3,000,000 - \$3,840,254*

Applications should be submitted electronically to [hr@ctc.edu.jm](mailto:hr@ctc.edu.jm) and addressed to:  
The Chairman,  
C/o The Personnel Manager,  
Church Teachers' College: Mandeville, 40 Manchester Road, Mandeville, Manchester

**The College thanks all applicants for their interest. However, due to the high volume of applications received, only shortlisted candidates will be contacted.**