

Please Post Conspicuously

**OTSEGO COUNTY IS ACCEPTING APPLICATIONS CONTINUOUSLY FOR
THE FOLLOWING VACANCY:**

Department of Health

Children with Special Needs - Special Educator

**\$60,057 - \$73,403
EOE**

DISTINGUISHING FEATURES OF THE CLASS: This is a professional position involving responsibility for providing direct special education services, screenings and/or evaluations to children in an educational and/or home-based setting to improve cognitive, social, and adaptive functioning of the child. The Special Educator works in the Department of Health and is supervised by the program coordinator; however, this position is not responsible for supervision over other departmental personnel.

EXAMPLES OF WORK: (Illustrative only)

- Provides center/home based (itinerant) special education services and teaching activities to children between the ages of birth through 5 years of age;
- Provides services that are directed by each individual child's needs within an IFSP, IEP;
- Is responsible for attending CPSE meetings at various school districts;
- Participates in CPSE meetings to determine the type of programming a child would be eligible to receive;
- Works closely with parents, classroom teachers, services providers and district CPSE chairpersons;
- Completes evaluations, re-evaluations, progress notes, consultations and discharge summaries on patient/client chart;
- Conducts supplemental special education evaluations on individual children;
- Provides periodic review of ongoing children being served through CPSE meetings;
- May assist in the development of special education policies and procedures;
- Assists in the development of and participates in the department's in-service education programs;
- May conduct new staff training and/or outside agency in-services;
- Does other related work as required and assigned by supervisor.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of the principles and practices of special education; thorough knowledge of children's special needs conditions and socio-economic factors affecting special needs/ disabilities; good knowledge of community resources available to support or supplement special education programs; ability to prepare accurate reports; good professional judgment; ability to establish and maintain satisfactory working relationships with others; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Possession of a Master's Degree from a regionally accredited institution of higher education or from an institution authorized by the Board of Regents to confer degrees and whose programs are registered by the Department of Education.

SPECIAL REQUIREMENTS: Candidates must also possess a permanent NYS certification in either K-12 Special Education issued prior to 2/2/2004 or Students with Disabilities Birth to Grade 2.

A valid New York State driver's license and acceptable driving record is required at time of appointment and must be maintained throughout employment.

CLASSIFICATION: Competitive

Applications are available at the Otsego County Personnel/Civil Service Department, 183 Main Street,

Cooperstown, NY 13326 or online at www.otsegocountyny.gov NY 13326 or online at www.otsegocountyny.gov

Dated: January 1, 2026