

# AEL Special Learning Needs Instructional Staff Professional Pathway Requirements/Responsibilities/Potential Assignments Checklist

Requirements of Special Learning Needs Instructional Staff Professional Pathway	Responsibilities/Potential Assignments of SLN Professional
<p><b><u>Special Learning Needs Specialist:</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Institute to Credential Special Learning Needs Resource Specialists               <ul style="list-style-type: none"> <li><input type="checkbox"/> Application of CCR Innovations with a Special Learning Needs emphasis in analyzing resources to maximize teaching materials and revising a resource and curriculum to meet learning needs of students (part of Institute)</li> </ul> </li> <li><input type="checkbox"/> Technology Ideas for Special Learning Needs</li> <li><input type="checkbox"/> Testing Accommodations and the GED®</li> <li><input type="checkbox"/> Sign up for SLN Blog</li> <li><input type="checkbox"/> Presenting an Effective Training Presentation</li> </ul> <p><b><u>SLN Master Teacher:</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Serve as mentor to Institute participants as designated by SLN Trainer               <ul style="list-style-type: none"> <li><input type="checkbox"/> Communicate bi-weekly with mentee</li> <li><input type="checkbox"/> Report monthly to SLN Trainer</li> <li><input type="checkbox"/> Complete year-end report of mentee’s development (template to be created)</li> <li><input type="checkbox"/> Observe teaching in action to monitor lesson content and ensure instructional practices meet specific SLN needs</li> </ul> </li> </ul>	<p><b><u>Special Learning Needs Specialist:</u></b></p> <ul style="list-style-type: none"> <li>✓ Assists in curriculum development</li> <li>✓ Evaluates, aligns and recommends instructional materials appropriate for multiple learning modalities/learning styles</li> <li>✓ Develops appropriate instructional materials to meet needs of SLN students in the program</li> <li>✓ Mentors new(er) teachers</li> <li>✓ Provides observation and feedback on integration of special learning needs instruction</li> <li>✓ Serve on SLN specific committees, teams, etc.</li> <li>✓ Provide program specific SLN training as requested</li> <li>✓ All responsibilities/assignments from Standards Proficient category</li> </ul> <p><b><u>SLN Master Teacher:</u></b></p> <ul style="list-style-type: none"> <li>✓ Support administration in activities to strengthen instructional program and identification and creation of appropriate professional growth for staff, i.e. workshops, creation of materials, team member for instructional planning</li> <li>✓ Assist in program evaluation activities, i.e. observing other teachers with effective feedback</li> </ul>

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| <ul style="list-style-type: none"><li><input type="checkbox"/> Completion of Special Project (one of the following or other as approved by SLN Trainer)<ul style="list-style-type: none"><li><input type="checkbox"/> Assisting teachers within their program to implement learning strategies such as IRLLEN overlays, color coding, Microsoft WORD imbedded accommodations, etc. to facilitate learning throughout their program</li><li><input type="checkbox"/> Provide a series of workshops for other staff members on topics such as learning styles, accommodated learning, building self-advocacy, fostering self-esteem, or other topics approved by SLN Trainer</li><li><input type="checkbox"/> Conduct research into the learning needs of their individual students examining principles from year one instruction</li><li><input type="checkbox"/> Contribute a minimum of once a month to Special Learning Needs Adult Education Blog in one of the following ways:<ul style="list-style-type: none"><li><input type="checkbox"/> Share a valuable resource or website to assist others in the field</li><li><input type="checkbox"/> Update the progress of the Master Teacher Special Project and provide valuable instructional information with colleagues</li><li><input type="checkbox"/> Comment on postings from other year two participants or from the SLN trainer</li></ul></li><li><input type="checkbox"/> Begin training to become certified as SLN State Trainer (if requested)</li></ul></li></ul> | <ul style="list-style-type: none"><li>✓ Serve as mentor to instructors completing the SLN Certified Resource Specialist training</li><li>✓ Promote program on the SLN blog</li><li>✓ Serve as a resource to the community and to the adult education field providing advice, presenting at conferences, meetings, etc.</li><li>✓ All responsibilities/assignments from Standards Proficient and SLN Specialist category</li></ul> |
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| <ul style="list-style-type: none"><li><input type="checkbox"/> Present research topic including findings, successes, challenges, and lessons learned both at the IACEA, the Voice of Adult Education state conference and in an online learning workshop sponsored by SIPDC</li></ul> |  |
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