



Job Specification

Job Title: Cognitive Development Specialist
BCAT Code: 400X AG
Pay Grade: G15

Effective Date: July 1, 2008
Revision Date: March 22, 2008
FLSA Status: Exempt

General Description

Ensures that all diagnostic, educational, remedial, and research plans are developed and implemented within the educational program.

Examples of Duties

- Coordinates, directs, and provides daily instructional activities for students.
- Assists in the development of each child's educational plan.
- Tracks, documents, and reports on each child's progress.
- Assists in the curriculum development and evaluation of the program.
- Supervises and directs the work of educational staff working with the program.
- Assists in the research and activities of the program.
- Assists in gathering reporting research data.
- Assists with follow-up reporting of students leaving the program
- Performs other related duties as assigned.

Knowledge, Skills and Abilities

- Knowledge of special education teaching practices.
- Knowledge of development of cognitive skills.
- Effective communication skills.
- Ability to recognize and correct cognitive deficits.
- Ability to work with children with special needs.

Minimum GSU Hiring Standards

Bachelor's degree in Education or a related field and one year of experience; or a combination of education and experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.