

# Resource Teacher



Karachi Down Syndrome Program  
A company set up under section 42 of the Companies Ordinance, 1984.

## Responsibilities:

- Promote the learning and personal development of the student with Down syndrome in a mainstream classroom setting, enabling him/her to make best use of the educational opportunities available to them.
- Design and develop Individualized Education Plans (IEPs) in collaboration with the classroom teacher and parent, and understand student learning outcomes for the student with Down syndrome.
- Design teaching tools, strategies, and activities to help the student with Down syndrome learn effectively.
- Ensure the student has consistent access to appropriate opportunities to inclusion in the mainstream school setting.
- Maintain records to evaluate progress of children with Down syndrome as per the goals set.
- Develop planners for all IEPs and other allied materials.
- Maintain IEPs, assessment reports, monthly progress reports and attendance for each student.
- Respond to queries of parents in stipulated amount of time and provide appropriate facilitation.
- Conduct monthly meetings with parents to ensure equal involvement in the student's academic growth.
- Conduct a minimum of one meeting in 2 weeks with the head of program to report updates relevant to the child's academic and non-academic progress in the mainstream school.
- Ensure any other necessary documentation required to document the student's progress.

## Requirements:

- Bachelor's Degree from an HEC recognized institution. (Preferably from the field of education/special education).
- Fresh Graduate or 01 year of relevant work experience (experience working in an inclusive school setting or with children with intellectual disabilities preferred).
- Exceptional interpersonal, communication and written skills.
- Must have excellent creative skills.
- Highly organized, responsible and compassionate.
- Must be able to work in close collaboration with peers.
- Must be proficient with using Internet, Email, and MS Office Applications.

*Note: This role requires a candidate to travel to a school in North Nazimabad.*

To apply, please email your CV at [jobs@kdsp.org.pk](mailto:jobs@kdsp.org.pk). Please mention the position title in the subject line.

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