



<b>JOB TITLE</b>	<b>DEPARTMENT</b>	<b>REPORTS TO</b>
Reading Interventionist – Grant Funded	School Based	Principal/Director

<b>Position No:</b> 51071	<b>Length of Work Year:</b> 10 Months
<b>Salary Schedule:</b> IN10	<b>Date Approved:</b> 3/30/21
<b>FSLA:</b> Exempt	<b>Date Revised:</b>

<b>JOB GOAL</b>
Based on data, to provide reading intervention to small groups of students with identified needs, to track and record students' progress, and to monitor and adjust students' interventions in support of the school-wide multi-tiered systems of support.

<b>MINIMUM QUALIFICATIONS</b>
<ol style="list-style-type: none"> <li>1. Bachelor's Degree or higher from an accredited college or university.</li> <li>2. Florida certification:               <ol style="list-style-type: none"> <li>a. Elementary                   <ol style="list-style-type: none"> <li>i. Elementary Education certification with a Reading Endorsement</li> <li>ii. Reading Certification</li> </ol> </li> <li>b. Secondary                   <ol style="list-style-type: none"> <li>i. Reading certification/Endorsement</li> </ol> </li> </ol> </li> <li>3. Good moral character.</li> <li>4. Ability to perform the functions of the position.</li> </ol>

<b>KNOWLEDGE, SKILLS, AND ABILITIES</b>
<ol style="list-style-type: none"> <li>1. Knowledge of Florida's Multi-Tiered System of Supports (MTSS).</li> <li>2. Knowledge of evidence-based instructional practices and curriculum in academic content areas.</li> <li>3. Knowledge of problem-solving process, gap analysis, root cause analysis.</li> </ol>

<b>DUTIES AND RESPONSIBILITIES</b>
<ol style="list-style-type: none"> <li>1. Meets and instructs a schedule of assigned students for small group instruction in the locations and at the times designated.</li> <li>2. Provide supplemental, targeted, and intensive small group instruction to identified class of students.</li> <li>3. Keeps and tracks Tier 2 and 3 progress monitoring graphical data for identified students.</li> <li>4. Monitor students' response to intervention data, conducts response meetings, and utilizes progress monitoring data to evaluate effectiveness.</li> <li>5. Assist with the selection of Tier 2 &amp; Tier 3 evidence-based intervention materials.</li> <li>6. Participate in individual PST (Problem Solving Team) Meetings.</li> <li>7. Participate in the data analysis process and identification of students for tiered intervention supports for academics. Works collaboratively with core team members through the problem-solving process.</li> <li>8. Assists in creating scheduling for Tier 2 and 3 interventions as needed.</li> <li>9. Support teachers in documenting students' progress.</li> <li>10. Creates an environment that is conducive to learning and appropriate to the maturity and interests of the students.</li> <li>11. Prepares for classes assigned and shows written evidence of preparation upon request of immediate superior.</li> </ol>

12. Encourages students to set and maintain standards of classroom behavior.
13. Employs a variety of instructional techniques and instructional media, consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
14. Strives to implement by instruction and action the district's philosophy of education and instructional goals and objectives.
15. Takes all necessary and reasonable precautions to protect students, equipment, materials and facilities.
16. Maintains accurate, complete and correct records as required by law, district policy and administrative regulation.
17. Assists the administration in implementing all policies and/or rules governing student life and conduct and for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
18. Makes provisions for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms.
19. Plans and supervises purposeful assignments for teacher aide(s) and/or volunteer(s) and cooperatively with department heads, evaluates their job performance.
20. Strives to maintain and improve professional competence.
21. Attends staff meetings and serves on staff committees as required.
22. To perform other duties as assigned by the principal and/or director.

**PHYSICAL DEMAND CLASS:**

Light (L) - Frequent lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-35 pounds. Frequent walking and/or standing is required to carry out duties.