

POSITION TITLE: Intervention Specialist – Title I

QUALIFICATIONS: Virginia Licensure with endorsement as school counselor pre K-12. A master's degree in counselor education, counseling, student services administration, special education or a related field is required. Exceptional communication, public relations skills and excellent organizational and planning skills. Must have the ability to establish and maintain effective working relationships with students, teachers, school administrators, central office staff, parents, and community representatives. Must possess the ability to work under pressure and effectively plan, organize and coordinate work independently. Must be adaptable to changing priorities and be able to successfully complete multiple assignments simultaneously. Must have comprehensive knowledge and understanding of the social and cultural foundations of education. Must possess an understanding of lifespan career development and the skills and processes for counseling students to include individual and group counseling for academic, career and personal and social development. A comprehensive understanding of the knowledge, skills and processes of student appraisal and assessment relative to school guidance and counseling programs, including individual and group assessment is essential. Must have an understanding of the skills and processes of research and evaluation aimed at improving school guidance and counseling programs. Must have the ability to counsel students and parents on sensitive problems and to communicate ideas clearly and concisely, orally and in writing.

PERFORMANCE EXPECTATIONS: Provides direct instruction that will evaluate student growth in academic achievement, self-concept and social skills through individual and group counseling in order to maximize their performance. Counsels with students individually and in small groups for specifically identified needs. Provides emphasis at the secondary level on academic achievement, meeting proficiency standards and assisting students in making appropriate career and vocation choices to prepare for adult life. Serves as a mentor to "at-risk" students. Develops pre-vocational and vocational plans for individuals deemed "at-risk". Consults with parents, school staff, other pupil personnel specialists and community agency personnel. Assists students in making appropriate vocational choices. Implement a broad range of activities and programs that supports student success and retention. Research student retention issues and develop programs, in conjunction with instructional and student development units, that will help ensure the success of at-risk populations. Serves on vital committees to share insight on ways to improve student retention. Provides workshops and seminars for "at-risk" students and parents and conducts follow-up activities to ensure service delivery to all individuals. Designs and conducts student retention workshops for faculty and staff, encourages faculty to implement retention strategies. Coordinates referral and assessment procedures, coordinates individualized instruction and activities with the regular classroom curriculum. Contacts and evaluate students in jeopardy of withdrawing and resolves student inquiries. Evaluates and monitors academic and attendance progress regularly for specific students. Provides counseling for departing students, transfers and dropouts. Attends staff meetings and department sponsored workshops. Create and maintain various spreadsheets for means for tracking and reporting. Update and maintain list of outside agencies for counseling and other support referrals. Performs related tasks as required.

GENERAL DEFINITION AND CONDITIONS OF WORK: Duties performed typically in a school setting. Work requires frequent standing, sitting, walking, light lifting up to 10 pounds, vocal communication for expressing or exchanging ideas, hearing to perceive information at a normal spoken word level and visual acuity for preparing and analyzing written or computer data.

REPORTS TO: Principal

PAY SCHEDULE: Teacher Salary Schedule

LENGTH OF CONTRACT: 230 Days (11 months). ***Position is contingent upon availability of grant funds.***

FLSA: Exempt