

## **JOB DESCRIPTION**

**TITLE:** Secondary Reading Specialist

**JOB CODE:**

**QUALIFICATIONS:**

- Hold or be eligible for a Collegiate Professional certificate with endorsement in elementary education or an endorsement in English
- Hold Virginia Postgraduate Professional license (Master's Degree) in Reading with a Reading Specialist endorsement
- Ability to cooperatively plan, implement, and evaluate intervention strategies for struggling or at-risk students at various school sites

**REPORTS TO:** Building Administrator at Assigned School(s)

**PURPOSE:**

- Provide support for students identified in reading as being at-risk in middle schools

**ESSENTIAL FUNCTIONS:**

- Provide intervention in reading instruction to at-risk students in classrooms with priority given to students identified as needing Tier 3 intervention.
- Collaborate with classroom teachers to plan targeted, small-group lessons and interventions to support at-risk students within the regular classroom, as well as for intervention.
- Work with classroom teachers to monitor student progress and conduct assessments to guide instructional decisions.
- Collaborate with other resource specialists in the building(s) (i.e., reading specialists, IRTs, and/or EL teachers) to provide specific, explicit instruction for at-risk students in areas of need.
- Assist students with strategies for reading in the content areas.
- Assumes a leadership role in order to promote literacy within the school community
- Serves as a representative of division-level curriculum study team
- Other duties as assigned through immediate supervisor

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the school board's policy on evaluation.