



Boyle County Schools - JOB DESCRIPTION

101 Citation Drive, Suite C | Danville, Kentucky 40422 | 859.236.6634

POSITION: Intervention Learning Specialist

SCHOOL / DEPT: Academics / Special Education

EVALUATOR: Director: Special Education, Principal or Designee

SALARY SCHEDULE: Certified + Extra Service Salary Schedule

APPROVED BY: Boyle County Board of Education

DATE: April 2023

ABOUT US

Kids come first at Boyle County Schools. We're proud to employ a team of educators and staff who strive for excellence, crave innovation and look for ways to provide students with personalized learning environments. A state and national leader in education, Boyle County Schools elevates more than 2,700 students to the highest levels of achievement through growth in academics, the arts and athletics.

ABOUT THE POSITION

The Intervention Learning Specialist must be knowledgeable of the response to intervention (RTI) process, possess the ability to work collaboratively with administrators, school psychologists, behavior specialists, special education teachers, classroom teachers, paraprofessionals, parents, and staff and be able to design, implement and monitor interventions designed to help students achieve academic success.

District-wide Projects: This position requires the employee to participate in and lead at least one district-wide project.

JOB QUALIFICATIONS

This position requires:

- Master's degree in Education.
- Kentucky Teaching Certificate.
- Kentucky Certification as Principal or certification as Director of Special Education is preferred; otherwise, endorsement as Educational Consultant is required.
- Four (4) years of successful teaching experience and / or experience in the area(s) of school leadership, instruction, curriculum and assessment.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following are listed for reference. Success will involve the ongoing demonstration of desire and ability to perform responsibilities effectively, efficiently, pleasantly and with a focus on student success.

- Monitors implementation of the RTI process to ensure the model and intervention are implemented as intended. Understands and analyzes stakeholder opinions about the RTI process.
- Assist schools in developing and sustaining their secondary and tertiary interventions to meet at-risk students' needs.
- Assist teachers in gathering pertinent data (academic and behavioral) on struggling students by conducting classroom observations, interviewing teachers, parents, and the students.
- Assist with compiling school-wide data analysis.
- Assist in program implementations and curriculum development.

- Assist schools in determining effective methods for the integrations of curriculum standards, instructional strategies, and the developmental use of authentic assessment.
- Model a variety of instructional strategies designed to be rigorous and mirror assessment.
- Communicate with parents, teachers, and paraprofessionals in regards to students who are receiving services on Tier 2 or Tier 3 or special education.
- Provide documentation and progress monitoring data to school psychologists and behavior specialists as needed.
- Write goals and interventions that address the needs of each individual student who is followed in the RTI process.
- Coach and model research based instructional strategies.
- Create an atmosphere of sharing and cooperation as meetings with teachers and parents.
- Stay current with RTI trends and research based interventions so teachers and students are offered a variety of interventions to choose from.
- Coordinates the special education referral process upon completion of appropriate interventions.
- Maintains a variety of detailed records in a variety of written and electronic formats.
- Strict adherence to the Policies and Procedures of the Boyle County Board of Education, the Employee Handbook, Code of Ethics for Certified School Personnel and Kentucky Revised Statutes.
- Fulfilling contractual obligation of days worked.
- Perform other duties as assigned.

SUPERVISORY RESPONSIBILITIES: Students and staff as assigned.

WORKING CONDITIONS

- Regularly required to use hands for simple grasping and fine manipulatives.
- Regularly required to communicate effectively using speech, vision and hearing.
- Frequently required to stand; walk; and stoop, kneel, crouch, or crawl.
- Occasionally required to sit and climb or balance. Occasionally lift and/or move up to 50 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- Occasionally exposed to outside weather conditions.
- The noise level in the work environment is usually loud.

DISCLAIMERS AND OTHER PERTINENT INFORMATION

- The work environment described is representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.
- This document does not create an employment contract, implied or otherwise.