Lauderdale County Board of Education

Florence, Alabama

Job Description

Local Reading Specialist

Reports To: **Principal and Director of Elementary Curriculum**
FLSA Status: **Exempt**
Contract Days: **202**
Salary: **Based on LC Salary Schedule**

Minimum Qualifications:

- Valid Alabama Professional Educator Certificate
- Bachelor's degree with advanced coursework or approved professional development in the Science of Reading or related areas (e.g., multisensory language instruction)
- At least two years of successful experience teaching in an elementary or literacy-focused position
- Expertise in reading research, instruction, intervention, dyslexia-specific practices, and data analysis
- Strong interpersonal, presentation, and time-management skills

Purpose of Job:

The Local Reading Specialist (LRS) is a school-based literacy leader assigned to one K–3 school. The LRS provides targeted, research-based professional development, coaching, and instructional support aligned with the Science of Reading to ensure all students read at or above grade level by the end of third grade.

Essential Duties and Responsibilities:

- Collaborate with the school principal to create and implement a strategic literacy coaching plan based on school needs and reading assessment data.
- Provide daily support and professional development for K–3 teachers focused on the Science of Reading.
- Model explicit, systematic instruction with guided practice, error correction, and feedback.
- Facilitate job-embedded coaching cycles and mentor teachers in reading instruction practices.

- Lead data-driven discussions and help teachers tailor Tier 1–3 instruction based on student needs.
- Support foundational literacy efforts through school-wide and small-group training.
- Monitor student reading progress at least three times annually and adjust instructional plans accordingly.
- Attend and participate in ARI Coaching Communities and all required ARI professional learning.

Evaluation and Accountability:

Effectiveness will be measured through student reading achievement and growth, coaching documentation, participation in ARI initiatives, and feedback from site visits and leadership evaluations. Collaboration with ARI Regional Literacy Specialists and local leadership teams is expected.

Contract and Expectations:

This is a 10-month position aligned to the academic calendar. LRSs may be invited to support summer learning in a coaching capacity as needed. Time beyond the contract may be compensated through supplemental pay, not as an extended contract.

Additional Job Functions:

Perform other duties as assigned.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to walk, sit, use hands for fine manipulation, handle or feel, and reach with hands and arms. The employee is frequently required to stand, stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 25 pounds and occasionally up to 50 pounds. Specific vision abilities required by this job include close, distance and peripheral vision, depth perception and ability to adjust focus.

Note: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions, or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify, or delete any aspect of this job (or the position itself) at any time.

I have read and understand this job description. My signature acknowledges that I am capable of performing the essential functions of this position with or without reasonable accommodations.

*Employee Signature: _____ Date: _____

Employee Printed Name: _____

*All employees hired on or after July 1, 2018 will be required to sign his/her job description that will be filed in his/her personnel record. *