

## **CENTRAL UNIFIED SCHOOL DISTRICT**

## **POSITION DESCRIPTION**

**Position:** Elementary Reading Intervention Teacher

**Classification:** Certificated

**Reports to:** Site Administrator

**Range:** Certificated Salary Schedule

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### **SUMMARY**

Provide an educational program for pupils in elementary grades and assists other school programs as assigned.

### **SPECIFIC RESPONSIBILITIES**

1. Identify Title 1 and LEP students.
2. In-service Teachers and Instructional Aides on instructional skills and strategies.
3. Assist classroom teachers in organizing their Language Arts program for targeted students suggesting techniques and recommending materials.
4. Provide direct student services to target students.
5. Maintain progress record and statistics data.
6. Participate in Student Study Teams and/or Parent Conferences as needed.
7. Recommending study strategies to parents.
8. Maintains professional competence through participation in in-service education activities provided by the district and/or self-selected professional growth activities.
9. Performs basic attendance accounting and business services as required.
10. Has empathy for the developmental needs and abilities of pupils.
11. Requisitions books, instructional aids, and instructional supplies, and maintains required inventory records.
12. Insures a comfortable room environment through control of heating, lighting and ventilation to the extent possible.
13. Supervises pupils in out-of-classroom activities during the assigned working day.
14. Administers group standardized tests in accordance with district testing program.
15. Participates in curriculum and other developmental programs within the school assignment and/or on a district level.
16. Shares in the sponsorship of student activities and participates in faculty committees.
17. May plan and coordinate the work of aides, teacher assistants and other paraprofessionals.
18. Participates with other professional staff members in the family life and outdoor education programs in elementary grades.

### **QUALIFICATION REQUIREMENTS**

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

## **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 speak, stand, talk, walk, see, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to read small print. The employee must frequently bend, reach above the head, as well as forward, and use fine motor skills.

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) 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.

Revised 02/21/2020