

King George County Schools

Job Description

Job Title: Reading Specialist

Job Type:

Location:

FLSA Status: Exempt

Work Schedule: 200 days/7.5 hours per day

Supervises: NA

Reports To: Coordinator of Reading and Language Arts

JOB DESCRIPTION

Summary: The Reading Specialist will support teachers with evidence-based literacy instruction using high-quality instructional materials. The specialist may model instruction, co-teach lessons, and provide non-evaluative feedback to all content area teachers through meaningful, student-focused conversations. Specialists will engage in data-driven discussions with teachers, administrators, and PLC teams to implement and provide targeted intervention, enrichment, and remediation strategies for students, including creating and overseeing Student Reading Plans.

Essential Responsibilities:

- Provide job-embedded support to teachers and staff to ensure literacy instruction is data-informed, student-centered, and evidence-based.
- Provide support and professional development to teachers and staff on implementing new curricula.
- Work with administrators and team leads on literacy screening and student reading plans.
- Analyze information from screeners and data reports targeting students' instructional needs and appropriate instructional placement.
- Collaborate with classroom teachers through PLC discussions, co-planning, co-teaching, modeling, and facilitating reflective data discussions to improve student achievement for all students.
- Collaborate with division leaders, administrators, teachers, regional coaches, and families to strengthen instruction and improve students' reading and writing proficiency.
- Performs other duties as assigned by the supervisor following the school division policies and practices.

Knowledge, Skills, Abilities, and Behaviors:

- Knowledge of best practices in reading and writing instruction.
- Knowledge of evidence-based literacy instructional materials that are evidence-based.
- Knowledge of data analysis and data-driven planning.
- Interpersonal skills that include giving and receiving constructive feedback.
- Work effectively and cooperatively with colleagues to create and enhance a professional community of adult learners.
- Evidence of continuous learning and a commitment to participate in professional growth opportunities and self-reflection.
- Ability to organize and prioritize responsibilities, projects, and tasks.
- Demonstrated expertise in effective and collaborative written and oral communication

Required Qualifications

- Education - Minimum of Bachelor's Degree
- Professional Experience – Minimum of 3 years of teaching experience at the elementary level that includes reading instruction
- Certifications/Licensure - Must hold or be eligible for a valid VA teaching license that includes an endorsement as a Reading Specialist

Preferred Qualifications:

- Education - Master's Degree in Reading
- Professional Experience – 5 years of teaching experience, a teacher leader role, and experience presenting professional development or training teachers

Work Environment/Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions for this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to use their hands to handle or feel objects, materials, and/or controls; reach with hands and arms; and talk and hear. The employee must be able to stand, walk, sit, stoop and kneel. The employee must be able to lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.