

ONTARIO-MONTCLAIR SCHOOL DISTRICT

TEACHER ON ASSIGNMENT - ACADEMIC INTERVENTION PROGRAMS

DEFINITION

Under the direct supervision of the site administrator, the Teacher-on-Assignment for Academic Intervention Programs will be responsible for planning, implementing and evaluating academic intervention programs.

EXAMPLE OF DUTIES

Analyze student achievement data and determine academic needs of site population to identify students for intervention programs. Prepare pre and post intervention data and collaborate with district office to develop intervention programs based upon student achievement data. Work with site leadership team, to develop a schedule and focus for site intervention program. Communicate with staff, parents and district office regarding schedules and programs offered for intervention. Conference with teachers regarding progress of students in intervention program and attend SST meetings.

QUALIFICATIONS

Knowledge of:

- Curriculum and content standards for intervention programs.
- Principles and practices of training and development; coaching; methods and techniques.
- Methods to identify training needs, reporting and evaluating student data, results of needs assessments, and analyzing performance problems.
- Principles, methods, techniques and strategies designed for intervention programs, Federal and State laws.
- Legal mandates, Board of Trustee policies, district regulations, and guidelines concerning intervention programs.
- Effective communication, public and human relations strategies, methods, and techniques.

Ability to:

- Identify training needs and plan, organize and coordinate training/coaching/ mentor programs to meet student needs.
- Apply basic program evaluation techniques.
- Work effectively with individuals, groups, and various units within the organization, including management, to carry out the goals of the training.
- Ability to prepare instructional lessons, routine and analytical reports.
- Ability to exercise judgment, make decisions, establish, professional contact and organize time with minimal supervision.

EDUCATION:

Possession of a California Clear Multiple Subject teaching credential with Certification of English Language Learner Authorization.

EXPERIENCE:

Five years of classroom experience at the TK-8 level.

LICENSE REQUIREMENT:

Possession of a valid California driver's license and the ability to maintain insurability under the districts liability insurance carrier.

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 and hear. The employee frequently is required to stand, walk, and use hands and fingers to handle, or feel objects, tools, or controls. The employee is occasionally required to sit and reach with hands and arms.

The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 10 pounds, and 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 the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters with performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.

BOARD APPROVED: