Job Title:	Reading Specialist, PK-8	**Wage/Hour Status:**	Exempt/187 days
Reports to:	Campus Principal	**Pay Grade:**	Teacher Pay Schedule
Dept./School:	Assigned Campus	**Date Revised:**	5/13/2019

Primary Purpose

Serve as intervention specialist for students with dyslexia and struggling readers. Assist teachers with instructional strategies.

Qualifications

Education/Certification
Bachelor's degree required.
Master's degree or Certified Academic Language Therapist (CALT) preferred.
Must have completed at least one of the following:

- Master Reading Teacher (MRT) certification, or
- Reading Specialist Teacher certification, or
- Academic Language Therapist certification (CALT), or
- 18 hours of college reading coursework.

Special Knowledge/Skills

Knowledge of curriculum and instruction framework for reading
Knowledge of Response to Intervention (RtI), Section 504, and SpEd processes
Knowledge of Dyslexia identification, assessment, and instruction
Ability to identify specific needs of students
Strong communication skills
Ability to deliver professional development to teachers

Experience

Minimum three (3) years experience as a successful teacher required

Major Responsibilities and Duties

Program Management and Instructional Strategies

1. Meet with teachers to document Response to Intervention and Accelerated Reading strategies and processes used with struggling learners.
2. Support District Dyslexia program.
3. Conduct formative and summative assessments of student achievement.
4. Model reading lessons, strategies, and effective classroom management.
5. Be a positive role model for students; support mission of MISD.

6. Assist in selection of books, equipment, and other instructional materials.
7. Analysis of data to determine instructional needs.
8. Other duties as assigned.

Communication

9. Conduct conferences with students, parents, principals, and teachers as necessary.
10. Provide support for teachers with instructing students with Dyslexia.
11. Compile, maintain, and file all physical and computerized reports, records, and other documents.

12. Assist students with grade level transitions.
13. Contribute to Section 504 and ARD meetings as appropriate.

Facilitate Own Professional Growth

14. Attendance at instructional meetings and colleague groups.
15. Attend staff development, disseminate information, and serve as trainer of teachers.
16. Keep current of current research and practices.

Supervisory Responsibilities
None

Working Conditions
Maintain emotional control under stress. Some District-wide travel. Occasional prolonged or irregular hours. Frequent standing, walking, bending, pulling, and pushing. Transport small stacks of books and materials.

NOTE: The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, or skills that may be required.