

**CAMDEN ROCKPORT SCHOOLS
JOB DESCRIPTION**

ELEMENTARY INTERVENTION TEACHER

QUALIFICATIONS:

1. Bachelor's Degree (Masters Degree preferred)
2. Valid Maine teaching certificate
3. Alternatives to the above qualifications as the Board may find appropriate and acceptable

REPORTS TO: Building Principal or Designee

JOB GOAL: To provide appropriate intervening services to students.

GENERAL PERFORMANCE RESPONSIBILITIES:

1. Demonstrate knowledge of and ability to use research-based principles of effective instruction.
2. Provide direct instruction and support to students identified for intervening literacy and/or numeracy services.
3. Implement a variety of assessment instruments to determine instructional needs and to monitor student progress.
4. Collect, organize and maintain individual student data.
5. Provide timely and accurate feedback/documentation to students and parents.
6. Communicate and collaborate with classroom teachers in regard to tier one interventions for literacy and/or numeracy.
7. Communicate and collaborate with building administration/title I district coordinator regarding services and programming including scheduling.
8. Support implementation of intervention (Response to Intervention/Multi-tiered System of Support) processes and procedures.
9. Oversee ordering of intervention supplies and equipment as needed.
10. Develop and implement parent outreach and parent involvement activities.
11. Adhere to all District policies and reporting procedures.
12. If paraprofessionals are part of the specific academic area team (literacy, numeracy), develop appropriate schedules and provide professional development as needed.
13. May be assigned data management responsibilities including training staff to administer and score assessments, manage and organize school benchmarking data, provide support and professional development to staff with overall data management and analysis in order to inform instruction.
14. Perform other duties as assigned.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of student performance and written and oral records.
2. Demonstrates respect for the legal and human rights of students, instructors, and other staff.
3. Follows health and safety procedures established by the district.
4. Arrives and departs punctually, notifying appropriate personnel about absences and coverage
5. Demonstrates dependability and integrity.

TERMS OF EMPLOYMENT: Salary and work year as determined by Teachers' Contract

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of professional personnel.

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

History:

Approved: March 18, 2020