

TITLE: **Reading Specialist**

QUALIFICATIONS:

1. Hold or be eligible for certification as an Reading Specialist.
2. Other qualifications as may be deemed essential for successful performance in the position.

REPORTS TO: Building Principal, or Designee.

JOB GOAL: To help provide the kind of instruction and learning environment that will enable each student in the assigned school to master the reading skills appropriate to age, grade level, and individual capacity.

PERFORMANCE RESPONSIBILITIES:

1. Provides schoolwide consulting to determine the reading abilities of all students and to identify those needing special help.
2. Plans and administers the remedial reading program.
3. Interprets student needs and progress in reading remediation to the classroom teacher and the parents.
4. Provides leadership and coordination with classroom teachers in the regular program of reading instruction.
5. With other district reading specialists, develops a district-wide reading philosophy and curriculum, and interprets it to the school administration, the staff, and the public.
6. Recommends varied instructional materials, including textbooks, reference works, kits, trade books, audiovisual aids, and the like to principal and staff.
7. Conducts inservice workshops and demonstrations pertinent to methods and materials appropriate to various levels of reading instruction.
8. Upon request of school personnel, observes reading instruction in elementary classrooms to assist in improving instruction.
9. Consults with members of the student personnel team at individual case conferences as requested.
10. Communicates with parents and school personnel on student progress, as necessary.
11. Interprets, as appropriate, test results and statistical data concerning reading to the administration, staff and public at large.
12. Evaluates pupils' academic growth, keeps appropriate records and prepares progress reports.
13. Maintains professional competence through in-service education activities provided by the district and self-selected professional growth activities.
14. Identifies pupil needs and cooperates with other professional staff members in assessing and helping pupils solve health, attitude, and learning problems.
15. Performs other such duties as may reasonably be assigned.

TERMS OF EMPLOYMENT: Salary and other terms and conditions of employment shall be governed by negotiated contract with extended service as approved by the School Board.

EVALUATION: Performance in this position will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

ADOPTED: July 9, 1992 Board meeting.