



JOB DESCRIPTION - Interventionist

JOB GOAL:

To provide students with engaging standards-aligned instruction and a safe learning environment to ensure they progress towards their academic achievement, emotional, and psychological potential as scholars. This is to be done in accordance with the District's philosophy, goals, and objectives.

QUALIFICATIONS:

1. Bachelor's Degree from an accredited institution.
2. Hold or Eligible to Obtain a valid State of Florida, Educator Certification in appropriate area.
3. Must provide written references upon request from the Superintendent.
4. Must pass a pre-employment drug screen and submit to random drug screenings.
5. Must be certified or endorsed in reading.

KNOWLEDGE, SKILLS, AND ABILITIES:

1. Knowledge of child development and especially of characteristics of children in the age group assigned.
2. Knowledge of prescribed curriculum.
3. Knowledge of current educational research.
4. Basic understanding and knowledge regarding use of current technology.
5. Knowledge of learning modalities and skill in using varied instructional methods to address student learning needs.
6. Skill in oral and written communication with students, parents, and others.
7. Ability to plan and implement activities/tasks for maximum effectiveness.
8. Ability to effectively assess levels of student achievement, analyze test results, and prescribe next steps for improvement.
9. Ability to maintain appropriate student supervision to ensure students have a safe and orderly environment in which to learn.
10. Ability to work effectively and collaborate with peers, administrators, and others.

REPORTS TO:

School Administration (Principal and/or Assistant Principal)

SUPERVISES:

Students as assigned.

PERFORMANCE RESPONSIBILITIES:

1. Monitor the progress of assigned students and identify those who are having learning issues or other academic gaps.
2. Provide educational interventions and progress monitoring for students who need support in ELA and Math.
3. Ensure that identified interventions are research-based interventions and focus the students' specific difficulties.
4. Assist classroom teachers in developing strategies, skills, tools, techniques, and capacity to effectively teach and close academic gaps.
5. Maintain documentation showing continuous monitoring of student performance and progress made through interventions.
6. Develop integrated plans that address students' academic, behavioral, social, and emotional needs.
7. Revise instructional plans based on student needs.
8. Be familiar with Tier I, Tier II, and Tier III levels of support.
9. Provide coaching and modeling to teachers in implementing and utilizing interventions to assist students during whole-group and small-group instruction.
10. Communicates with teachers, administration, and families regarding student's progress.
11. Assists with identifying students for placement in intervention groups.
12. Assist in the scheduling and assignment of student interventions.
13. Plan and prepare a variety of learning activities/tasks considering individual student's culture, learning styles, exceptionality, and socio-economic background.
14. Establish and maintain a positive, organized, clean, and safe learning environment.
15. Establish and use behavior management techniques which are appropriate and effective.
16. Establish routines and procedures and work with the students on consistently following them.
17. Establish appropriate testing environment and ensure test security (state and local assessments).
18. Establish and maintain effective and efficient record keeping procedures while maintaining confidentiality of student and other professional information.
19. Develop routines and efficient techniques for minimizing time for required activities.
20. Manage time, materials, and equipment effectively.
21. Assist in enforcement of school rules, administrative regulations, and Board policy.
22. Develop and use assessment strategies (traditional and alternative) to assist learners.
23. Provide feedback to students about the quality of work with a focus on improving student performance.
24. Encourage self-assessment by students and assist them in developing plans for improving their performance.
25. Demonstrate knowledge of curriculum the adopted curriculum, and/or a willingness to learn with a growth mindset.
26. Apply principles of learning and effective teaching in instructional delivery.
27. Use appropriate materials, technology, and resources to help meet learning needs of all students.

28. Provide appropriate instruction and modifications for students with special needs, including exceptional education students and students who have limited proficiency in English.
29. Provide instruction on safety procedures and proper handling of materials and equipment.
30. Provide accurate and timely information to parents, students, and school staff about the academic and behavioral performance of students.
31. Collaborate teachers in curriculum implementation and resources to improve student outcomes.
32. Recognize overt indicators of student distress or abuse and take appropriate intervention, referral, or reporting actions.
33. Assist colleagues in acquiring knowledge and understanding of particular area of responsibility.
34. Keep abreast of development in instructional methodology, learning theory, curriculum trends, and content.
35. Act in a professional & ethical manner and adhere to the Code of Ethics & Principles of Professional Conduct.
36. Perform assigned duties and other incidental tasks consistent with the goals and objectives of this position.
37. Demonstrate attention to punctuality, attendance, records, and reports.
38. Comply with policies, procedures, and programs.
39. Exercise appropriate professional judgment.
40. Support school improvement initiatives by active participation in school activities, services, and programs.

Other Duties and Responsibilities:

1. Be clean, neat, and professionally dressed
2. Be consistently responsible-maintaining regular punctual attendance and timely completion of assigned duties, working assigned contract and extended days and using sick and personal leave appropriately.
3. Maintain proper care and safe use of district equipment and property.
4. Participate in required professional development and trainings as assigned or approved for professional job growth, to remain abreast of program requirements/responsibilities and to improve student educational services.
5. Is familiar with and incorporates the use of technology as job responsibilities require.
6. Perform any duties and responsibilities that are within the scope of employment, as assigned by the supervisor or Superintendent of Schools, and are not prohibited by law or regulations.

PHYSICAL REQUIREMENTS:

1. Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force as needed to move objects.
2. Maybe medium or heavy work depending on the particular assignment.
3. Sit, stand and walk for required periods of time.
4. Reach/handle objects

ENVIRONMENTAL DEMANDS:

1. Exposure to a variety of childhood and adult illnesses.
2. Occasional exposure to a variety of weather conditions, including wet and/or humid ones; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; risk of electrical shock and vibration.
3. Exposure to heated/air conditioned and ventilated facilities.
4. Exposure to buildings in which a variety of chemicals are used for cleaning, instruction and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.

TERMS OF EMPLOYMENT:

1. Salary and benefits shall be consistent with the Instructional Staff Contract between the Liberty County School Board and the Liberty Education Association.
2. Length of the work year and hours of employment shall be those established by the Instructional Staff Contract between the Liberty County School Board and the Liberty Education Association.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board’s policy on evaluation of personnel in compliance with the negotiated Instructional Staff Contract between the Liberty County School Board and the Liberty Education Association.

ACKNOWLEDGMENT:

My signature below acknowledges receipt of my job description. It has been discussed with me, and I agree to fulfill the performance and behavior/conduct expectations contained herein. However, terms, wages, and conditions of employment shall be consistent with the approved Instructional Staff Contract between the Liberty County School Board and the Liberty Education Association.

Employee’s Name (Print)

Employee’s Signature

Date

Supervisor’s Name (Print)

Supervisor’s Signature

Date

SCHOOL BOARD APPROVED: 5/17/2021