



# LAKE HAVASU UNIFIED SCHOOL DISTRICT #1

## HR DEPARTMENT

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|------------------------|---------------------------------|--------------------------|--|
| <b>Position Title:</b> | Reading Intervention Specialist | <b>Location:</b>         | School Site  |
| <b>Reports To:</b>     | Principal                       | <b>Supervises:</b>       | None   |
| <b>Classification:</b> | Certified                       | <b>Status:</b>           | Full-time  |
| <b>FLSA Status:</b>    | Exempt                          | <b>Benefit Eligible:</b> | Yes  |
| <b>Work Year:</b>      | 188 days / 10 months            | <b>Salary:</b>           | See <a href="http://lhusd.org">lhusd.org</a> website |

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### Qualifications

- Valid appropriate Arizona Teacher Certificate: Reading Endorsement
- Master's Degree in Education preferred Elementary education, Reading Education, Early Childhood Education preferred
- Five years successful experience as a classroom teacher or reading specialist
- Evidence of comprehensive knowledge of current reading trends and the methodologies
- IVP fingerprint clearance card through AZ Department of Public Safety

### Function

- Provide specialized instruction to struggling readers in elementary schools
- Assist teachers in the interpretation of DIBLES and other diagnostic assessments as they relate to interventions needed
- Assist teachers in scheduling individuals or groups of students for intervention
- Work with Literacy Coaches to provide professional development opportunities for teachers
- Communicate effectively with the District Literacy Coaches and State/County Reading Specialists
- Act as a liaison to ongoing after school tutoring programs
- Assume reasonable and equitable job-related duties as assigned by the Director of Educational Services
- Work with ELL coordinators to provide any appropriate interventions for ELL students who are struggling readers
- Serve in an assistive role to teachers, with no teacher evaluation responsibilities

### Responsibilities and Requirements

- Administration and interpretation of DIBELS
- Ability to apply research on effective practices for struggling readers
- Knowledge of how to target student-specific interventions
- Ability to use assessment data to monitor learning and guide instruction
- Knowledge of systematic, explicit phonics instruction
- Knowledge of how to assess decoding ability
- Knowledge of how to respond to oral reading errors in ways appropriate to the error, the purpose of the particular lesson, and the needs of the learner
- Knowledge of how to assess and develop fluency in reading
- Knowledge of how to teach spelling in ways that enhance decoding, strengthen visual imagery and give appropriate emphasis to spelling rules and patterns
- Knowledge of how to increase vocabulary and oral language
- Knowledge of pre-reading strategies, strategies during reading, and strategies after reading which builds comprehension in all kinds of texts
- Knowledge of explicit instruction in teaching comprehension
- Effective written and oral communication skills
- Ability to use educational technology
- Effective public relations skills necessary to implement new programs

### **STAFF PERSONNEL**

- **MEETINGS:** attend staff meetings and district in-service programs
- **COMMITTEES:** serve on committees as requested
- **TEAM MEMBER:** be responsible for own involvement as contributing member involving group decision making and the development of a positive, cooperative building environment

### **STUDENT PERSONNEL**

- **HEALTH & WELFARE:** identify and refer unusual student behavior to appropriate specialists; report to the nurse any injury or illness to a student or self



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### **OPERATIONS**

- **POLICIES & REGULATIONS:** know and observe board policies and regulations
- **TEACHER ABSENCE:** advise administration in accordance with district policy
- **BOOKS & SUPPLIES:** account for school and district property, as required
- **EMERGENCY PROCEDURES:** follow school regulations regarding emergency procedures
- **ATTENDANCE:** report to work daily at times assigned and remain on thru time prescribed in district policy

### **OTHER**

- **HEALTH:** responsible for performing those duties which protect the health and safety of students and employees
- **OTHER DUTIES:** responsible for performing other job-related duties as assigned by the Building Principal

### **Physical Demands and Work Environment**

- Physical Effort
- Repetitive motion and eye strain through extensive utilization of computer hardware and software
- May require lifting materials and supplies weighing up to 25 pounds

### **Other Information**

- Must be able to pass a fingerprint clearance and background check

### **EEOC**

*Lake Havasu Unified School District provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetic information, veteran status, or any other characteristic protected by federal, state or local laws.*

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This job description is intended to accurately reflect the position activities and requirements. Administrators and supervisors reserve the right to modify, add, or remove duties and assign other duties as necessary. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position.