**Otterville RVI School District**

**101 W Georgetown Street, Otterville MO 65348**

**Supt. Dan Kruse, 660-366-4391**

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**Job Title:** Title 1 Reading and Math Specialist

**Location:** Otterville School District, MO

**Reports To:** Principal or Title 1 Coordinator

**Job Summary:** The Title 1 Reading and Math Specialist is responsible for providing targeted instructional support in reading and mathematics to students who are at risk of academic failure. This role involves working directly with students, collaborating with teachers, and implementing evidence-based strategies to improve student achievement and foster a positive learning environment.

**Key Responsibilities:**

1. **Instructional Support:**
   * Develop and deliver individualized and small-group instruction in reading and math for Title 1 students.
   * Use assessment data to identify student needs and tailor instructional strategies accordingly.
   * Implement evidence-based instructional practices and interventions to enhance student learning.
2. **Collaboration:**
   * Work closely with classroom teachers to integrate support strategies into the general curriculum.
   * Provide guidance and support to teachers on differentiated instruction and effective teaching practices.
   * Collaborate with other specialists and support staff to address students' academic and behavioral needs.
3. **Assessment and Data Analysis:**
   * Administer and analyze assessments to monitor student progress and inform instruction.
   * Maintain accurate records of student performance and growth.
   * Use data to identify trends and areas for improvement, adjusting instruction and interventions as needed.
4. **Program Implementation:**
   * Implement Title 1 program components as outlined by district guidelines and federal regulations.
   * Develop and maintain instructional materials and resources aligned with Title 1 objectives.
   * Assist in the evaluation and continuous improvement of the Title 1 program.
5. **Professional Development:**
   * Stay current with best practices and research in reading and math instruction.
   * Participate in professional development opportunities to enhance skills and knowledge.
   * Share knowledge and strategies with colleagues through workshops, meetings, and coaching.
6. **Parent and Community Engagement:**
   * Communicate with parents and guardians about student progress and strategies for supporting learning at home.
   * Participate in school events and activities to foster community involvement and support.
7. **Compliance and Reporting:**
   * Ensure compliance with Title 1 program requirements and federal regulations.
   * Prepare and submit required reports and documentation related to Title 1 services and student progress.

**Qualifications:**

* **Education:** Bachelor’s degree in Education, Reading, Mathematics, or a related field; Master’s degree or advanced certification preferred.
* **Experience:** Prior experience in teaching reading and math, preferably in a Title 1 or similar setting.
* **Skills:**
  + Strong knowledge of reading and math instruction strategies and interventions.
  + Proficiency in using data to drive instructional decisions.
  + Excellent communication and interpersonal skills.
  + Ability to work collaboratively with students, teachers, and parents.
  + Strong organizational and time-management skills.

**Working Conditions:**

* **Hours:** Full-time position, typically during regular school hours with some flexibility for additional meetings or activities.
* **Environment:** Classroom and school settings with interaction among students, staff, and parents.

**Salary and Benefits:**

* Compensation and benefits are determined by the Otterville School District’s policies and may vary based on experience and qualifications.