

East Hanover Township School District

Instruction/Curriculum

TITLE:	Reading Specialist
QUALIFICATIONS:	<ol style="list-style-type: none">1. Valid New Jersey Instructional Certificate and Reading Specialist Endorsement.2. Demonstrated ability to provide leadership in the development of reading programs, evaluation of curricula and diagnosis of reading problems.3. Experience using a reading developmental research-based program is preferred (ex. Wilson, Orton-Gillingham Multisensory Instruction)4. Ability to maintain a positive learning environment.5. Strong interpersonal and communication skills.6. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
REPORTS TO:	Superintendent of Schools/Designated Supervisor
SUPERVISES:	Pupils
JOB GOAL:	To help provide an instruction and learning environment which fosters the ability of each pupil to master reading skills appropriate to age, grade level and individual potential.
PERFORMANCE RESPONSIBILITIES:	<ol style="list-style-type: none">1. Provides high-quality pull-out instruction using a research-based reading developmental program.2. Demonstrate an in-depth understanding of language structure and mastery of multi-sensory and diagnostic instructional techniques.3. Use a reading diagnostic program with fidelity in order to accelerate and optimize students' reading achievement.(Ex: DIBELS)4. Participates in I&RS meetings as needed5. Provide opportunities for effective staff development that address the needs of the reading program via workshops, coaching, and modeling in which the staff shares successful practices and strategies aligned to goals and initiatives.6. Support teachers with incorporating multi-sensory instruction into classroom lessons.7. Summarize, interpret, and disseminate current developments in instruction, learning theory, and cognitive research through the reading of professional journals, participation in professional development, and involvement in professional organizations.8. Identify professional development opportunities to enhance knowledge of reading instruction.9. Collect and analyze data regarding the achievement of students and other pertinent information affecting the design and implementation of reading services and programs.10. Monitor student progress towards achieving instructional objectives and goals of the overall reading program to ensure that measurable advancement is made by each student towards achieving proficiency.

11. Provide coordination in the implementation of instructional programs and services regularly to encourage the use of a variety of instructional strategies and materials consistent with research on reading instruction.
12. Display the highest ethical and professional behavior and standards when working with staff members.
13. Use effective presentation skills when addressing staff, including appropriate vocabulary and examples, clear and legible visuals, and articulate and audible speech.
14. Complete in a timely fashion all records and reports as required by law and regulation or requested by the Supervisor. Answer correspondence promptly.
15. Attend required staff meetings and serve, as appropriate, on staff committees.
16. Performs other duties within the scope of his/her employment and certification as may be assigned.

TERMS OF
EMPLOYMENT:

Ten-month position with benefits and salary to be established by the Board of Education through the negotiations process with the East Hanover Educators' Association and consistent with Agreement between the Board of Education and the East Hanover Educators' Association.

EVALUATION:

Performance of this job will be evaluated annually in accordance with state law and the provisions of the board's policy on evaluation of certified staff.

LEGAL
REFERENCES:

N.J.S.A. 18A:6-7.1 Criminal history record; employee in regular contact with pupils; grounds for disqualification from employment; exception
N.J.S.A. 18A:6-10 Dismissal and reduction in compensation of persons under tenure in public school system
N.J.S.A. 7F Comprehensive Education Improvement and Financing Act
N.J.S.A. 9:2.4.2 Children's records
N.J.S.A. 18A:16-2 Physical examinations; requirement
N.J.S.A. 18A:25-2 Authority over pupils
N.J.S.A. 18A:26-1 Citizenship of teachers, etc.
N.J.S.A. 18A:26-1.1 Residence requirement prohibited
N.J.S.A. 18A:26-2 Certificates required; exception
N.J.S.A. 18A:27 Employment and contracts
N.J.S.A. 18A:28-3 No tenure for noncitizens
N.J.S.A. 18A:28-5 Tenure of teaching staff members
N.J.S.A. 18A:28-8 Notice of intention to resign required
N.J.A.C. 6:3-3.1 Conditions of employment for teachers
N.J.A.C. 6:3-4.1 Supervision; observation and evaluation
N.J.A.C. 6:3-4A.4 Requirements of physical examinations
N.J.A.C. 6:3-5.1 Seniority
N.J.A.C. 6:3-6 Pupil records
N.J.A.C. 6:8 Thorough and efficient system of free public schools
N.J.A.C. 6A:7 Managing for equality and equity in education
N.J.A.C. 6A:8 Standards and assessment
N.J.A.C. 6A:9 Professional licensure and standards
See particularly:
N.J.A.C. 6A:9-3.3 Professional standards for teachers
N.J.A.C. 6A:9-5 General certification policies
N.J.A.C. 6A:9-8 Requirements for instructional certificate
N.J.A.C. 6A:9-13.13 Reading specialist
N.J.A.C. 6A:9-15 Required professional development for teachers

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N.J.A.C. 6A:16 Programs to support student development
Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100.

NJSBA POLICY AND LIBRARY RESOURCES

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