POSITION TITLE: Dyslexia Interventionist                Date: 05/21/18
JOB CODE: 009411                                         GRADE: RT1
SAP 30009079                                             CONTRACT LENGTH: 10M
IMMEDIATE SUPERVISOR – Dyslexia Intervention Team Lead - Interventions Office

POSITION SUMMARY:
Develop, manage and implement dyslexia program to facilitate the needs of both 504 and special education identified dyslexic students.

ILLUSTRATIVE DUTIES:
- Obtain information to follow local, state, and federal guidelines related to providing services to dyslexic students.
- Interpret test results to determine the remediation of reading deficits.
- Generate a computerized dyslexia report, including progress monitoring for all students served.
- Prepare required admission, review, and dismissal (ARD) committee meeting report forms and communications necessary to process “Dyslexia Only” ARD meetings.
- Explain test results and presents Dyslexia Individualized Education Plan (IEP) at dyslexia Admission, Review and Dismissal (ARD) for students identified, evaluated and served on each assigned campus.
- Develop a computerized IEP of dyslexia goals and objectives used to implement services.
- Utilize the Dyslexia Program and other resources to requisition appropriate materials to meet individual students’ needs.
- Design a program to monitor dyslexic students who have entered the monitor only phase.
- Record a weekly lesson plan for each student based on their goals and objectives.
- Complete and submit dyslexia report cards to principals and parents for each six/nine week’s grade reporting periods.
- Formulate a weekly lesson plan for students based on their goals and objectives.
- Maintain state/local folder for each student served.
- Collaborate with school administrators, classroom teachers, parents and support personnel to communicate dyslexia procedures and progress.
- Document all contact with parents regarding the student’s status and/or progress in the program.
- Attend staff development to enhance professional skills.
- Stimulate and maintain a professional work environment.
- Report personal absences to supervisor as well as schools served.
- Interface with multidisciplinary personnel, community agencies, and outside district personnel.
- Perform other job-related duties as assigned.

POSITION REQUIREMENTS:
Education:
- Bachelor’s degree (Master’s degree in Reading or related field preferred)
- Current teaching certificate

Experience:
- Teaching experience (minimum 3 years preferred)

ADDITIONAL REQUIREMENTS:
- Ability to communicate effectively in both written and oral forms with all levels of management, both internal and external.
- Ability to adjust the eye to bring an object into focus; judge distance (close and distant).
- Ability to travel to schools throughout the district.
- Ability to lift and carry up to 25 pounds, sit, use hands to finger, handle, or feel; reach with hands and arms; and talk or hear.
- Ability to stand stoop, kneel, crouch walk, drive and/or be mobile.
- Valid Texas driver’s license with applicable insurance coverage.