

# United Independent School District

## Department of Human Resources

### ITINERANT DYSLEXIA TEACHER

#### Section 504 / Dyslexia Department

**Primary Purpose:**

Provide students with appropriate learning activities, including distance learning or virtual instruction.  
Provide specialized, multi-sensory instruction to students identified with characteristics of dyslexia and lead them toward the fulfillment of their potential for intellectual, emotional, psychological growth and maturation.

**Educational Qualifications:**

- Bachelor's Degree
- Valid Texas Teaching Certificate (Not Probationary)
- Minimum of three or more years of teaching experience preferred
- Reading background preferred
- Experience in working with students with reading difficulties preferred

**Major Responsibilities and Duties:**

1. Provide specialized instruction for students identified with characteristics of dyslexia as set by state requirements at various UISD campuses
2. Provide guidance for teachers and campus staff on intervention strategies for students identified as At-Risk for reading disabilities.
3. Serve as a resource for providing parents and staff with information on dyslexia.
4. Serve as a resource for District Response to Intervention (RTI) team.
5. Conduct assessments for students referred for dyslexia and communicate results and recommendations to Section 504 committee.
6. Collaborate with campus and district staff in coordinating services for students enrolled in the dyslexia intervention program.
7. Compile, submit and maintain periodic reports to campus and district staff for accountability purposes.
8. Provide annual staff development to district staff to ensure understanding of dyslexia and required accommodations.
9. Maintain accurate pupil accounting records in compliance with local and state requirements.
10. Participate in the planning and evaluation of the district program.
11. Take part in the in-service education program of the district.
12. Regular and reliable attendance is an essential job responsibility unless instructed to work from home by supervisor.
13. Assist in maintaining a safe and healthy work environment.

**Distance Learning and Virtual Instruction Duties and Responsibilities**

In the event of a school closure in response to a disaster, flood, extreme weather condition, fuel curtailment, epidemic, pandemic or other calamity, the following duties and responsibilities will be added to the above listed Major Job Responsibilities and Duties, as directed by the Superintendent.

14. Develop and implement lesson plans through distance or virtual learning to fulfill the requirements of district's curriculum program and show written evidence of preparation, as required. Prepare lessons in instructional formats that accommodate differences in individual student needs.
15. Plan and use appropriate instructional strategies, activities, and resources for distance or virtual learning that reflect understanding of the learning styles and needs of assigned students according to guidelines established by the Texas Education Agency, board policies, and administrative regulations.

**Itinerant Dyslexia Teacher (continued)**

16. Be available by phone, email, or video conferencing during regular business hours to confer with district personnel, students, and/or parents. The rest of the workday is committed to planning, preparing, implementing, and evaluating lessons and activities.
17. Communicate with students or parents as directed by campus administration.
18. Provide ongoing feedback of student achievement through formal and informal methods.
19. Create a virtual classroom environment conducive to learning and appropriate for physical, social, and emotional development of students.
20. Usage of personal equipment, including but not limited to personal cellular phone, personal computer computers, and personal internet service when working from home during a District closure due to government or Board order or during an emergency affecting normal District operations.
21. Perform other tasks and assume other responsibilities as may be assigned by supervisor. All employees are expected to comply with lawful directives.

**Working Conditions:**

Ability to communicate effectively (verbal and written); interpret policy, procedures, and data; maintain emotional control under stress. Occasional district and statewide travel; occasional prolonged and irregular hours. Some bending, lifting, and stooping while performing job related functions.

**Distance Learning Working Conditions:**

Tools/Equipment Used: Personal computer; use of and access to phone system; video/instructional equipment; and peripherals

Posture: Prolonged sitting

Motion: Repetitive computer work with frequent use of hands and wrists

Environment: Work from inside home or location other than school building

Mental Demands: Maintain emotional control under stress; work prolonged or irregular hours

**Terms of Employment:**

Wage / Hour Status:	Exempt
Minimum Salary:	Teacher Pay Schedule
Minimum Work Days:	187
Months:	10

**Date Last Revised:** 10-24

*The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skill that may be required.*