

JOB TITLE

Reading Recovery Teacher Leader

REPORTS TO: Associate Superintendent for Curriculum & Assessment	DEPARTMENT: Curriculum
JOB DESCRIPTOR:	SCHEDULE:
DATE:	EXEMPT

NATURE AND SCOPE OF JOB:

Ensure the effective implementation of the Reading Recovery program in Campbell County schools. Support school-based Reading Recovery-Intervention. Implement comprehensive literacy instruction at the district and school level. Provide training and consultancy in a range of other proven language and literacy interventions.

JOB FUNCTIONS:

ESSENTIAL FUNCTIONS:

1. Maintains registered status through affiliation with a university training center and continued employment in the role of teacher leader in a registered site.
2. Teaches the training course for new Reading Recovery teachers as needed.
3. Conducts continuing contact sessions for Reading Recovery teachers.
4. Provides assessment training yearly.
5. Monitors Reading Recovery teachers and student progress.
6. Provides school and clinical visits.
7. Participates in professional development activities.
8. Other duties as assigned.

OTHER FUNCTIONS:

1. Teaches at least two Reading Recovery students and completes records on each child.
2. Administers Observation Survey as appropriate through the year.
3. Communicate with parent, classroom teachers, and other appropriate school personnel throughout the year.
4. Monitor the progress of children whose programs have been discontinued.
5. Prepare an annual report of the school Reading Recovery program.

--EMPLOYEES ARE HELD ACCOUNTABLE FOR ALL FUNCTIONS OF THIS JOB--

JOB QUALIFICATIONS:

KNOWLEDGE, SKILLS AND MENTAL ABILITY:

- Possess a broad specific knowledge with expertise in areas of certification.
- Possess group dynamics and interpersonal skills.
- Possess knowledge of psychological, emotional, and educational behavioral development of children.
- Possess classroom management skills which include discipline as well as record keeping and assessment ability.
- Possess technological and computer skills.
- Possess problem solving, imagination, patience, reasoning, creativity, judgment, and analytical abilities.

EDUCATION, LICENSE, CERTIFICATION OR FORMAL TRAINING

- Possess all certificates required for the State of Wyoming.
- Continue to pursue graduate level classes for professional growth.
- Master's degree and endorsement in Elementary Education.
- Reading Recovery trained.

EQUIPMENT USED:

Telephone
Overhead

Computer
LCD

PHYSICAL DEMANDS:

- Be able to stand, walk, and sit for long periods without fatigue or discomfort.
- Be able to lift up to 50 pounds.
- Be able to lift above the head at least 50 pounds.
- Be able to push up to 200 pounds up to 30 feet.
- Be able to pull up to 100 pounds up to 50 feet.
- Be able to carry up to 25 pounds up to 100 feet.
- Be able to stoop, kneel, crouch, reach, handle, finger, talk, hear, and see.

ENVIRONMENTAL DEMANDS:

- Be able to spend most of the time inside classrooms with some work outside in cold/hot weather.
- Be able to tolerate noise up to 90 decibels.
- Be able to work in a building that heats with coal.
- Be able to work after dark.

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