



RIVERSIDE UNIFIED SCHOOL DISTRICT

TITLE: TEACHER – READING SPECIALIST

WORK YEAR: 186 Work Days

REPORTS TO: Principal

EDUCATION AND EXPERIENCE:

- Valid California Teaching Credential authorizing service at the proper grade level and/or subject area
- Must hold a Ryan Act Reading Specialist Credential, or hold an appropriate credential issued by the Commission on Teacher Credentialing, or qualify for a waiver by virtue of training that leads to the appropriate credential or Miller-Unruh certificate

PRIMARY FUNCTION:

To prevent and correct reading difficulties at the earliest possible time in the educational career of a student.

AREAS OF RESPONSIBILITY:

- Teach students and work with their teachers in the prevention of reading difficulties
- Provide professional development to teachers in latest research and instructional techniques
- Conduct demonstration lessons
- Interpret reading assessment data school wide
- Keep records of the number of children helped, teachers assisted and parents assisted
- Evaluate students' reading progress, maintaining appropriate records, communicating with teachers and parents on pupil progress and determining whether or not satisfactory pupil progress is occurring
- Provide teachers with strategies to motivate students to read
- Develop and maintain lesson plans and instructional materials that provide an organized base for instruction

Ability to:

- Work independently with little direction
- Maintain professional and positive relationships with students, colleagues administration and district personnel
- Operate a computer and job related equipment
- Read, interpret, apply, and explain rules, regulations, policies, and procedures
- Maintain current knowledge of applicable curriculum and school instruction related regulations
- Establish and maintain a variety of accurate record keeping and filing systems
- Communicate effectively both orally and in writing
- Maintain consistent, punctual and regular attendance

Physical:

- Ability to push, pull, and transport instructional and/or presentation materials
- Ability to communicate so others will be able to clearly understand a normal conversation
- Ability to understand speech at normal levels
- Ability to bend, twist, stoop and reach
- Ability to drive a personal vehicle to conduct business.

Mental:

- Ability to organize and coordinate schedules
- Ability to analyze and interpret data
- Problem solving
- Ability to communicate with the public
- Ability to read, analyze and interpret printed matter and computer screens
- Ability to create written communication so others will be able to clearly understand the written communication
- Ability to communicate so others will be able to clearly understand a normal conversation
- Ability to understand speech at normal levels

Environment:

- Indoor – frequently
- Outdoor – occasionally
- Ability to work at a desk and in meetings of various configurations