



**TEACHER – VALLEY OAKS CHARTER SCHOOL (VOCS)
READING/ENGLISH LANGUAGE ARTS INTERVENTION, K-8**

Certificated Job Description

IMMEDIATE SUPERVISOR:

Principal

DEFINITION:

Under the direction of the site administrators, the Reading Intervention Teacher will provide instruction to students served in the Valley Oaks Charter School (VOCS) in an independent study setting, as well as direct reading intervention instruction to students. The Reading/English Language Arts Intervention Teacher may provide supports to teachers, aides, paraprofessionals, students, and parents to help ensure that appropriate services are provided. VOCS is a public charter school operated by the Kern County Superintendent of Schools.

ESSENTIAL FUNCTIONS:

1. Each teacher is assigned a case load of students and meets with the students and parents on a schedule predetermined by the teacher.
2. Assist parents to determine appropriate learning modalities for each of their children.
3. Assess the level of student achievement on a regular basis.
4. Find and/or develop materials that are appropriate to the instructional level of each student.
5. Plan and teach enrichment classes for elementary and middle school children.
6. Administer appropriate diagnostic assessment to identify eligible students' areas of needs.
7. Provide direct, effective intervention reading instruction and services to individual students based on the results of the diagnostic assessment.
8. Design, provide, and implement individual reading intervention plans and strategies for eligible students to improve academic achievement in the English language.
9. Coordinate the assessment of student progress and monitoring of student achievement for students receiving reading/English language arts intervention. Maintain individual progress for all students.
10. Communicate with parents, general education, special education and resource staff regarding instruction, assessment, and effective instructional techniques to meet the individual needs of eligible students.

11. Maintain and develop adequate and varied instructional materials.
12. Maintain communication with assigned students and parents.
13. Maintain accurate up-to-date attendance records.
14. Accept adjunct duties.

MINIMUM QUALIFICATIONS:

A. Personal Qualifications:

1. Familiarity with a wide range of content areas and grade levels.
2. Familiarity with a wide range of reading instructional strategies in phonological processes and Orthography, preferred.
3. Excellent one-on-one interpersonal skills.
4. Effective classroom management skills.
5. Willingness to travel to satellite sites.
6. Must possess a private vehicle, valid California driver's license and carry current automobile insurance with at least minimum coverage for public liability and property damage.
7. Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

B. Professional Qualifications:

1. Demonstrate a command of the knowledge in his or her field of responsibility.
2. Exhibit the ability to establish an appropriate working relationship with individuals and groups and the ability to work and communicate with the people effectively and cooperatively.
3. Provide leadership in committees, workshops, and various types of group meetings and support the contribution of VOCS education programs.
4. Demonstrate the ability to be creative and to make decisions based on a sound educational philosophy and interagency development.
5. Willingness to assist with office/school needs as they arise.
6. Ability to collaborate with parents.
7. Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

TRAINING AND/OR CREDENTIALS

A. Education:

1. Hold a Bachelor's degree.
2. Possess or be eligible for a valid California Multiple or Single Subject Teaching Credential with required authorization for assignment.

B. Experience:

1. Teaching experience is highly desirable.
2. Successful experience teaching reading intervention with at-risk or delayed readers is preferred.
3. Alternative education experience desirable.
4. Bilingual (Spanish/English) skills desirable.

CP: mm
3/28/2023

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