

**Job Title:** Intervention Teacher  
**Department:** Assigned School  
**Reports To:** School Principal  
**FLSA Status:** Non Exempt  
**Salary Schedule:** SA lane 01 step 02



## **SUMMARY**

Under the direction of the School Administrator, provides instructional intervention support to students by performing a variety of tasks that promote student learning. Works individually and in small groups to reinforce instruction, monitor performance, and support learning. While the Intervention Teacher will not be assigned as the teacher of record and will not issue credit to the students, the teacher will be required to have and maintain a Utah Teaching Certification.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** *may include the following. Regular, reliable worksite attendance and timeliness is an essential job function to perform the essential duties and responsibilities of the position. While this job description attempts to outline all essential duties of the position, the description is not a contract and the job functions are subject to change at the organization's discretion. Other duties may be assigned.*

Communicates with teachers and utilizes the student information system to identify students in need of additional instructional support. Discusses assigned teaching area with classroom teacher to coordinate instructional efforts.

Coordinates with teachers to get assignments and monitor student's completion of those assignments.

Provides one-on-one interventions and small group instruction for eligible students. Assists students, individually or in groups, with lesson assignments to present or reinforce learning concepts.

Presents subject matter to students, utilizing variety of methods and techniques such as lecture, discussion, and supervised role playing.

Plans, prepares, and develops various teaching aids such as bibliographies, charts, and graphs.

Supervises students in online programs and any assignments requiring the use of technology.

Monitors student online and credit recovery work and provides support.

Tracks student progress and reports progress using data and graphs. Completes a variety of paperwork to include incident reports to document inappropriate behavior.

Monitors students, individually or in groups who have been separated from their class for inappropriate behavior.

Confers with parents on behavior issues and progress of students.

Assists teachers and administrators with parent conferences, discipline issues, and social skill development.

Maintains professional competence through in-service education activities provided by the District and/or professional growth activities and university courses.

Participates cooperatively with the appropriate administrator to develop action plans and goals based on a completed evaluation summary.

Cooperates with the custodian(s) for the general housekeeping needs in the area(s) for which the teacher is assigned.

Teachers are expected to dress in good taste and be well groomed, befitting to members of a respected profession. Cleanliness of self and attire, neatness, and attractive grooming are stressed and expected. Teachers should always dress in a manner that professionally sets them apart from students. Exceptions to the dress limitations are teachers of P.E. may wear shorts of modest attire during classes or other school approved special events or activities.

### **SUPERVISORY RESPONSIBILITIES**

This job has no supervisory responsibilities.

**KNOWLEDGE, SKILLS, ABILITIES, AND QUALIFICATIONS** *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must demonstrate an acceptable level of maturity, good judgment, and emotional stability.*

Ability to read, write, and communicate effectively in English at a level required for successful job performance. Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from management, public groups, and/or the WCSD School Board.

Ability to work with applicable mathematical concepts. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to perform mathematical operations using units of American money.

Ability to apply common sense understanding to carry out essential duties of this position. Ability to carry out instructions furnished in written, oral, or diagram form. Ability to troubleshoot and solve problems involving concrete variables situations. Ability to define problems, collect data, establish facts, and draw valid conclusions.

### **EDUCATION and/or EXPERIENCE**

Bachelor's degree from four-year college or university. Experience in the applicable core subject area(s) is preferred.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

An Active Utah Teaching License is required.

**PHYSICAL DEMANDS** *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to use hands to handle, or feel, and talk or hear. The employee frequently is required to stand, walk, and reach with hands and arms. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT** *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.

Prepared By: <b>Assistant Director, Human Resources</b>			Date: <b>09/29/2017</b>
Approved By: <b>Executive Director, Human Resources</b>			Date: <b>09/29/2017</b>
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### **EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT:**

*By signing below, I acknowledge that I have received a district approved position description for my current position. I understand it is my responsibility to review the position description and direct any questions regarding the position description to my department supervisor or the Human Resources Department.*

Print Name:	Date:
Employee Signature:	