

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

6/99	<u>TEACHER, READING RECOVERY</u>	1.7.33A
Effective Date	Job Title	Index

1. Primary Function: Provides one-on-one instruction in Reading Recovery to eligible 1st-grade students.
2. Responsible to: Principal.
3. Assigned Responsibilities:
 - 3.01 Assists classroom teachers with the Student Needs Assessment.
 - 3.02 Screens, tests, and diagnoses the reading deficiencies of eligible students.
 - 3.03 Establishes priority lists of students eligible for Reading Recovery instruction.
 - 3.04 Determines, on the basis of priority, which students will receive instruction in Reading Recovery.
 - 3.05 Notifies parents of each child's participation in the Reading Recovery instructional program.
 - 3.06 Develops daily and weekly schedule of instruction for Reading Recovery students.
 - 3.07 Develops, on the basis of diagnostic information, a prescriptive instructional plan for each student.
 - 3.08 Implements a workable system of communication between classroom teachers and staff to coordinate and maximize the instructional program in reading for each Reading Recovery child.
 - 3.09 Participates in all staffings on Reading Recovery students.
 - 3.10 Documents student progress and attainment on the Reading Recovery Individual Student Information Form.
 - 3.11 Selects for purchase instructional supplies and equipment.
 - 3.12 Participates in staff-development activities.
 - 3.13 Provides for parent participation in the Reading Recovery instructional program.
 - 3.14 Notifies parents of each student's achievement as students attain desired Reading Recovery goal.
 - 3.15 Disseminates Reading Recovery information throughout the building.
 - 3.16 Performs other duties as assigned.
4. Minimum Qualifications:
 - 4.01 Certification:
 - 4.01.01 Oregon Teaching Certificate/License valid for assignment.
 - 4.01.02 Certified Reading Recovery trained teacher preferred.
 - 4.02 Demonstrated ability to:
 - 4.02.01 Ability to work with adult learners.
 - 4.02.02 Ability to work with primary age children.
 - 4.02.03 Willingness to participate in Reading Recovery training to be provided by the District.

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

6/99 Effective Date	<u>TEACHER, READING RECOVERY</u> Job Title	1.7.33B Index
------------------------	---	------------------

5. Minimum Term of Employment: Teacher contract.
6. Salary Level: Placement on Teacher Salary Schedule.
7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the School Board's policy on Evaluation of Professional Personnel.

Approved by: _____
(supervisor)

Date _____

Received by: _____
(staff member)

Date _____