

**CLARKSVILLE-MONTGOMERY COUNTY SCHOOL SYSTEM  
CLARKSVILLE, TENNESSEE  
JOB DESCRIPTION**

**Job Title:** Title Interventionist

**Department:** Instruction and Curriculum

**Calendar:** Teacher Calendar (200 days)

**Grade:** Teacher Salary Schedule

**Job Description**

**Date Reviewed:** October 2020

**Reports To:** Principal

**Purpose of Job**

The interventionist will be responsible for supporting the implementation of high quality research-based instructional strategies aligned to student skill deficits. He/She will support the development of intervention plans based on student assessment data and support schools in collecting and analyzing data to determine appropriate plans for individual students. The interventionist will work with designated school staff to design and model specific strategies using the RTI<sup>2</sup> model to facilitate tiered levels of support.

**Essential Duties and Responsibilities**

**The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- Support schools in gathering, organizing, administering and interpreting assessments to provide data-informed interventions and monitor student progress.
- Responsible for planning and supporting the use of best practice literacy instructional strategies, including dyslexia specific interventions, and research-based intervention curriculum materials to meet the learning needs of students.
- Model blended instruction and assessment best practices for teachers and share exemplar lesson plans with school staff.
- Collaborate with classroom teachers, school leaders, and families to support the development of intervention plans and individualized education plans.
- Work closely and collaborate with the RTI Coordinator, ELA Consulting Teachers, Early Learning Coordinator and Directors of Curriculum and Instruction to support RTI<sup>2</sup> implementation and monitoring.
- Participate in the District RTI<sup>2</sup> Team.
- Participate in professional learning with content leaders and professional organizations at the state, regional and national levels in order to keep abreast of current policy and procedure related to intervention practices and use that knowledge to help shape district practice.
- Assist in the creation, collection, maintenance, and sharing of a repository of resources for intervention teachers to access once learner needs are identified.
- Support school in executing accommodations or modifications in a student's education plan that is required by an IEP, 504 Plan, or ELL plan.
- Plan and facilitate ongoing professional learning communities with RTI<sup>2</sup> leads and administrators.

- Provide parent opportunities to build understanding of the RTI2 framework and their role in supporting student success.

### **Additional Job Functions**

Performs other duties as required.

### **Supervisory Responsibility**

Does not directly supervise any individuals.

## **KNOWLEDGE OF JOB**

Has general knowledge of the policies, procedures, and activities of the School System and transportation practices as they pertain to the performance of duties relating to the job of RTI Coordinator. Has general knowledge of RTI Coordinator practice, as necessary in the completion of daily responsibilities. Knows how to develop and administer operations and staff plans and objectives for the expedience and effectiveness of specific duties. Knows how to keep abreast of any changes in policy, methods, equipment needs, etc. as they pertain to departmental operations and activities. Is able to effectively communicate and interact with supervisors, members of the general public and all other groups involved in the activities of the department. Is able to assemble information and make written reports and documents in a concise, clear and effective manner. Have good organizational, human relations and technical skills. Passionately believes all students can achieve at high levels. Is able to use independent judgment and work with little direct supervision when necessary. Has the ability to comprehend, interpret, and apply regulations, procedures and related information. Has comprehensive knowledge of the terminology, principles, and methods utilized within the department.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- A Bachelor's degree from an accredited college or university.
- A valid Tennessee Teacher's Certificate with the appropriate endorsement.

## **MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

### **REQUIRED SKILLS, ABILITIES AND PHYSICAL REQUIREMENTS:**

- Must be able to do occasional lifting, carrying, pushing and/or pulling of up to 40 pounds, standing, sitting, walking, bending, stooping or kneeling;
- Must be able to traverse school facility;
- Must have significant fine finger dexterity;
- Must be able to operate standard office equipment including pertinent and required software applications;
- Must possess excellent language skills (verbal and written) requiring the ability to read informational documentation, directions, instructions, policies and procedures related to this job, requiring the ability to give assignments and/or directions to co-workers, assistants, supervisors, students and parents/guardians, requiring the ability to deliver verbal and written communications in English language;
- Must possess excellent interpersonal skills with ability to interact with people (staff, supervisors, parents/guardians, students) and maintain professionalism and tact in all situations, including emergent ones, must be able to maintain constructive relationships;
- Must possess excellent organizational skills and attention to detail;
- Must be able to perform multiple, highly complex, technical tasks with periodic need to enhance skills in order to meet changing job conditions.
- Must be able to apply assessment instruments and analyze data and possess problem-solving skills.
- Must be able to make independent judgments in absence of supervision.

**NUMERICAL APTITUDE:** Requires the ability to utilize mathematical formulas; add and subtract totals; multiply and divide; determine percentages; determine time and weight.

**FORM/SPATIAL APTITUDE:** Requires the ability to inspect items for proper length, width, and shape, visually.

**PHYSICAL COMMUNICATION:** Requires the ability to talk and/or hear: (talking - expressing or exchanging ideas by means of spoken words). (Hearing - perceiving nature of sounds by ear).

**ATTENDANCE:** A regular and dependable level of attendance is an essential function for this position.

The Clarksville-Montgomery County School System is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the school system may provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. Signatures below indicate the receipt and review of this job description by the employee assigned to the job and the immediate supervisor.

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**Employee's Signature**

**Employee's Munis Number**

**Date**

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