

CLARKSVILLE-MONTGOMERY COUNTY SCHOOL SYSTEM
CLARKSVILLE, TENNESSEE
JOB DESCRIPTION

Job Title: Academic Interventionist

Department: Instruction and Curriculum

Calendar: Teacher Calendar (200 days)

Grade: Teacher Salary Schedule

Date Reviewed: November 2023

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. The interventionist 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 researched-based instructional practices 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.

- Responsible for developing and implementing universal screening and progress monitoring schedules based on district screening windows, with emphasis on ensuring fidelity to and monitoring of the screening process.
- Assist with training new staff on universal screening and progress monitoring administration, as well as the overall data chat structure.
- Responsible for training, selection, and interpretation of diagnostic measures to identify specific skill need of groups of, and individual students.
- Assist in collection and analyzation of universal screening and diagnostic measures to support provision of data-informed interventions. This includes co-facilitation of data chats, assistance with progress monitoring, and planning for intervention.
- Support teachers in planning and using best practice instructional strategies in literacy and mathematics aligned to research-based curriculum materials to meet the needs of all learners.
- Highly skilled at bridging science to practice to support design and implementation of effective, intensive, explicit, systematic, cumulative, multisensory, and student-aligned intervention strategies.
- Model blended instruction and assessment best practices for teachers and share exemplar lesson plans with school staff.
- Provide actionable feedback to support work of interventionists through use of direct fidelity check observations and follow-up to assure skills are implemented in intervention. This includes reviewing and providing feedback on intervention lesson plans.
- Curate resources to build capacity of instruction teams in delivering explicit, direct instruction that is intensive, aligned to student needs, and responsive to shifts in the skill progression.

- Facilitate collaboration with school teams and families (min of 1x/month) to support the development of intervention, and individual learning plans.
- Work closely and collaborate with Curriculum Consulting Teachers, district EL team, and Directors of Curriculum and Instruction to support interventions and monitoring.
- Participate in district PLCs and redeliver this information to school teams to ensure consistency of district implementation and use of high quality materials, including both content text and manipulatives.
- Maintain district documentation of fidelity forms and district intervention participation spreadsheets.
- Participate in professional development to deepen content knowledge and share this information with school teams through engaging and interactive professional learning sessions.
- Defer to expertise and make referrals to other professional staff members, as necessary.

Additional Job Functions:

Performs other duties as required.

Evaluation:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

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.

KNOWLEDGE OF JOB

Considerable knowledge of the policies, procedures, and activities of the school system, and supervisory practices as they pertain to the performance of duties relating to the position. Capability to develop and implement long-term goals. Knows how to keep abreast of any changes in statutes, policy, procedures and methods as they pertain to public education. Is able to effectively communicate and interact with subordinates, supervisors, members of the general public, and other groups involved in the operation of the school system. Is able to assemble information and make written reports and documents in a concise, clear, and effective manner. Has good organizational, management, interpersonal, and technical skills. Is able to use independent judgment and discretion in supervising subordinates, including the handling of emergency situations, determining and deciding upon procedures to be implemented, setting priorities, maintaining standards, and resolving problems.

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.

Employee's Signature	Employee's Munis Number	Date
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