

PENN VALLEY UNION ELEMENTARY SCHOOL DISTRICT

17328 Penn Valley Dr. Suite A., Penn Valley, CA 95946-9764

Phone (530) 432-7311 Fax (530) 432-7314

www.pvuesd.org



TITLE: Teacher on Special Assignment (TOSA) – Intervention Specialist

WORK YEAR/SALARY: 187 days and Certificated Salary Schedule

GENERAL DESCRIPTION:

The Intervention Specialist TOSA, under supervision of the Director of Support Services is responsible for providing expertise in the planning, organizing, and coordinating of academic and behavioral/socio-emotional intervention supports for all TK-8 students. In addition, the Intervention Specialist provides communication support and professional development to staff in order to support the successful implementation of MTSS.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provides professional development for certificated and classified staff, counselors, and site intervention teams on disaggregating data, developing systems for the implementation of academic and behavioral/socio-emotional intervention supports, and monitoring student progress.
- Monitors the success of district wide programs by gathering and analyzing student data. Works with school staffs to ensure district wide intervention programs are being implemented effectively.
- Provides support to general education and special education teachers to ensure that underperforming students, including English Language Learners and students with special needs, are provided with personalized intervention programs as needed.
- Assists staff in diagnosing individual student needs and designing intervention systems based on student needs.
- Assists staff with disaggregating and analyzing formative and summative assessments, and other district adopted assessment data to help guide the site's intervention programs and decisions.
- Assists staff with the planning, organization, and implementation of site level Response To Intervention (RTI) models and Universal Access (UA) for general education students as well as for English Language Learners and students with special needs, including: determining entrance and exit criteria, designing and modeling small group lessons.
- Assists staff in evaluating the effectiveness of various academic and behavioral/socio-emotional intervention support programs.
- Serves as a resource for site administrators by providing support in planning/delivering MTSS professional development.
- Travels between sites to support all students.
- Provides input to the Director of Student Support Services for monthly reports to the Board of Trustees.
- Performs any other duties as assigned.

QUALIFICATIONS:

REQUIRED:

- Valid California Teaching and/or Pupil Personnel Services (PPS) Credential.
- Bachelor's Degree from an accredited college or university.
- Minimum of five years of successful teaching and/or counseling experience.
- Valid California Driver's License.

KNOWLEDGE OF:

- MTSS essential elements and implementation practices to support student academic achievement.
- Current research in general education, special education, and special needs (i.e. GATE) instructional practices, teaching, and learning.
- Variety of evidence-based intervention programs and practices that have demonstrated success in raising student achievement.
- Response to intervention research, best practices and strategies to promote student success and close achievement gaps.
- Instructional technology strategies, project based learning and personalized learning environments.
- Coaching and professional development techniques.

ABILITY TO:

- Use data to drive instructional practice.
- Utilize interpersonal skills to communicate with teachers, and administrative staff.
- Establish and maintain collaborative working relationships.
- Use technology tools to present, design and develop models of MTSS professional development, as well as student academic data.
- Plan and facilitate professional development for a wide variety of audiences.
- Collaborate and work in conjunction with the members of the district MTSS team and site staff teams.

PHYSICAL, MENTAL AND ENVIRONMENTAL DEMANDS:

While performing the essential functions and responsibilities of this job, the employee is regularly required to stand, walk, sit, and reach with hands and arms and speak and hear effectively. The employee must regularly lift and/or move up to 15 pounds and occasionally lift and/or move up to 25 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

TERMS OF EMPLOYMENT:

Salary and work year/work day to be in accordance with the terms of the Collective Bargaining Agreement between the District and Penn Valley Teachers Association.

EVALUATION:

Performance of this job will be evaluated in accordance with the District's policies and procedures, and the existing contract between the District and the Penn Valley Teachers Association.

Adopted: Board Approved February 13, 2019

At time of employment, the employee will be required to sign a copy of their job description for their personnel file.

I have received a copy of this job description.

Employee Signature

Date