

# NYE COUNTY SCHOOL DISTRICT – Human Resources Department

## School Intervention Specialist

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**FLSA Status:** EXEMPT

**Classification:** Certified

**Terms of Employment:** 7 hours per day, 183 days

**JOB GOAL:** Provide systematic intervention to improve academic achievement, attendance and behavior of all students. Provide leadership to classroom teachers in implementing intervention initiatives.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented with other duties as assigned by the Supervisor which does not conflict with the Master Agreement between NCSD and NCCTA.

1. Teach and coordinate Tier 2 & 3 intervention for target students in the area of reading and/or math.
2. Facilitate the management and interpretation of data necessary to develop, implement, and evaluate Tier 1, 2 & 3 interventions.
3. Stays informed of best practices and new developments related to literacy, math and behavior and shares the information with appropriate staff.
4. Facilitates effective instruction that meets the individual needs of diverse learners by consulting with staff on individualized instruction, managing classroom behavior, student absences, monitoring student progress, evaluating classroom data and adjusting intervention and instructional strategies to make content accessible to every student.
5. Effectively communicates, collaborates and consults with staff, administrators and families on promoting positive peer relationships and social problem solving, school wide positive behavior systems, interventions, supports and programs to promote student wellness and reduce barriers to learning.
6. Uses collaboration and communication skills to function as change agents to promote necessary change at the individual student, classroom, school, and district level.
7. Provides professional development opportunities in universal best practices and interventions for learning and behavior to school staff.
8. Communicates knowledge and experience by taking on a leadership role, district and/or school wide, when initiatives involve area of expertise.
9. Participates in district professional development related to job and attends meetings, trainings and professional development as required outside of designated schedule.
10. Monitors and communicates student progress with students, families, administrators, staff, and community agencies.
11. Works with staff to assess learning and behavioral needs and distinguish between issues related to family, culture, or language and a learning style or disability.
12. Collaborates with administrators to adjust school and/or classroom facilities and routines to promote greater engagement, positive relationships, achievement, positive student behavior and cultural competency.
13. Reviews and evaluates student achievement information in order to place students in appropriate academic or behavioral intervention and support services.
14. Collaborates with other teachers for the purpose of increasing student achievement by ensuring core instructional best practices are implemented with fidelity and staff are differentiating instruction to meet the needs of students.
15. Utilizes protocols to ensure that interventions have been implemented with fidelity.
16. Serves as part of a team that assists classroom teachers in understanding and completing more in-depth assessments in order to identify specific deficits/needs of a specific student or a group of students.
17. Assists in developing a systematic and comprehensive process of data collection and effective decision-making and problem solving that permeates all aspects of the school.
18. Maintains up to date files related to student support and in accordance with any Board of Education Policies.
19. Consistently exhibits a positive attitude, sense of efficacy, and commitment to the school when collaborating within and outside of the school community.
20. Attends building problem solving team meetings when requested.

## **POSITION EXPECTATIONS**

### **Knowledge, Skills and Abilities:**

1. Proficient technology skills.
2. Excellent leadership and collaboration skills.
3. Ability to promote and maintain positive pupil-teacher-family relationships.
4. Ability to analyze grade, class and individual student academic and behavioral data for the purpose of increasing student achievement and making informed decisions relative to instructional practices.
5. Ability to analyze district assessment data to understand students' needs in order to select and recommend evidence-based instructional interventions to implement.
6. Ability to use systematic and valid data collection procedures to measure effectiveness of services in order to evaluate the impact on student achievement.
7. Ability to maintain professional work habits.
8. Familiar with and understands FERPA, HIPAA, and other confidentiality situations and guidelines in the educational setting.
9. Familiar with and assists with the implementation of all District policies and administrative regulations as related to specific assignment.
10. Recognizes and reports hazards, conforms to safety standards as prescribed.
11. Recognizes and notifies administrators of unauthorized persons on campus, and/or of issues that require immediate attention.
12. Familiar with District site emergency/crisis response procedures, plans and drills (e.g. fire drills, bomb threats, lock-downs, etc.)

## **POSITION REQUIREMENTS**

### **Education, Training, and Experience:**

1. Bachelor's Degree or Master's Degree from an accredited college or university in Education preferred
2. Minimum of three (3) years classroom teaching experience
3. Exemplary history of increasing student achievement

### **Licenses and Certifications:**

1. Valid Nevada Department of Education License with Reading endorsement(s) preferred
2. Valid Nevada Driver License

### **Screening and Compliance:**

1. Ability to pass State and Federal criminal background check
2. Compliance with NCSD Drug and Alcohol Testing Policy

## **WORK ENVIRONMENT:**

**Strength:** Sedentary/light-exert force 10 to 25 lbs. occasionally or a negligible amount of force to lift, carry, push, pull or move objects.

**Physical Demands:** Frequent reaching, handling, repetitive fine motor activities. Requires mobility to work in a typical office setting and use standard office equipment, stamina to remain seated and maintain concentration for an extended period of time.

**Vision:** Frequent near acuity, occasional far acuity. Vision to read printed materials, a VDT screen or other monitoring devices.

**Environmental Conditions:** Climate controlled office setting, outside weather conditions traveling to and from District facilities, and exposure to low/moderate noise intensity levels.

**Hazards:** Furniture, office/library/classroom equipment, communicable diseases.

**Working Conditions:** Office or suitable workspace with desk, telephone, computer and supplies necessary to carry out functions of position description.

## **Equal Opportunity Employer**

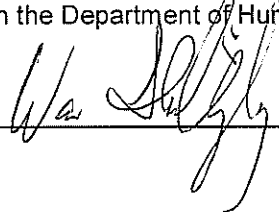
Nye County School District is an Equal Opportunity Employer. Nye County School District does not sanction or

tolerate discrimination in any form on the basis of race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information, gender identity or expression, political affiliation, or membership in the Nevada National Guard.

**Americans with Disabilities Act**

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Candidates are encouraged to discuss potential accommodations with the Department of Human Resources.

Approved by: \_\_\_\_\_  
Superintendent



1/15/2021  
Date

**Acknowledgment**

I have read and understand the requirements of my job.

Employee Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Administrator/Human Resources Name: \_\_\_\_\_

Administrator/Human Resources Signature: \_\_\_\_\_

Date: \_\_\_\_\_