

# Itinerant Dyslexia Specialist

## Job Description



**Job Title:** Itinerant Dyslexia Specialist

**FSLA:** Exempt

**Reports to:** Principal(s)

**Pay Grade:** Teacher Scale

**Dept./School:** Assigned Campuses

**Calendar Days:** 187

**Contract:** Probationary/Term

**Revised:** 1.7.21

### Primary Purpose

Identify and provide students with dyslexia with appropriate interventions; attend §504 and Admission, Review and Dismissal (ARD) committees and provide classroom teachers with input on content specific instructional strategies for students with dyslexia.

### Qualifications

#### Education/Certification:

- Bachelor's degree from an accredited college/university; Master's degree preferred
- Valid Texas teaching certificate with required endorsements or training for subject and level assigned

#### Special Knowledge/Skills:

- Knowledge of state curriculum standards, Texas essential Knowledge and Skills (TEKS), English Language Proficiency Standards (ELPS), and College and Career readiness Standards (CCRS) and STAAR/EOC reporting categories
- Ability to administer normed-referenced assessment and understand the meaning of the subtest and how they relate to dyslexia
- Ability to analyze and interpret statistical data
- Shall have an understanding of the structure of language in both English and/or Spanish
- Strong organizational, communication, and interpersonal skills

#### Experience:

- Minimum three (3) years successful teaching experience and have scored in the top level of the district evaluation system

### Major Responsibilities and Duties

#### Instructional Strategies

1. Attend and successfully complete all district required dyslexia training
2. Work collaboratively with the campus administrator to ensure the provision of multisensory interventions
3. Provide and schedule multisensory interventions with fidelity to students with dyslexia
4. Attend §504 Committees for students with dyslexia to interpret assessment data and participate in Admission, Review, and Dismissal (ARD) about students' intervention and academic needs

## **Itinerant Dyslexia Specialist**

### **Job Description**



5. Administer formal dyslexia assessments according to examiner manuals and progress/exiting monitoring /screener instruments
6. Maintain data-based documentation for the continuous monitoring of student performance and progress during interventions
7. Disaggregate, analyze, and disseminate supplemental progress monitoring and screening data for the purpose of impacting instructional and/or evaluation making decisions
8. Maintain a high level of communication with campus administration and the District Dyslexia Program Director
9. Communicate relative information with campus level staff, community, parents and students when appropriate
10. Compile, maintain, and file all reports, records, and other documents required

#### **Professional Growth and Development**

11. Attend professional development to remain updated and knowledgeable of dyslexia research and current laws and utilize information for the improvement of the program
12. Actively pursue a long-range program of professional growth; continually seeking self-improvement
13. Conduct oneself in a professional, ethical and responsible manner

#### **Other**

14. Comply with policies established by federal and state law, State Board of Education rule, and local board policy
15. Comply with all district and campus routines and regulations
16. Adhere to the strict guidelines of the District Dyslexia Administrative Procedures and the State Dyslexia Handbook
17. Use and integrate technology on a daily basis by running reports, using spreadsheets, shared drives, survey software, etc.
18. Performs other duties as assigned

#### **Supervisory Responsibilities**

None

#### **Evaluation**

The Itinerant Dyslexia Specialist's evaluation is a responsibility resting with the administrator. An evaluation shall be completed in writing at least once during the course of each school year.

# Itinerant Dyslexia Specialist

## Job Description



### Work Environment

**Mental Demands:** Work with frequent interruptions, maintain emotional control under stress

**Tools/Equipment Used:** Standard office equipment including personal computer and peripherals.

**Posture:** Frequent sitting and standing; occasional bending/stooping, pushing, /pulling, and twisting

**Motion:** Repetitive hand motions; frequent keyboarding and use of mouse; occasional reaching

**Lifting:** Occasional light lifting and carrying (less than 15 pounds)

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.