

## NONPUBLIC SCHOOL SERVICES

### Position Description

- TITLE:** REMEDIAL TEACHER
- QUALIFICATIONS:** Certification as a Reading Specialist for reading remediation grades K-12  
Certification in Elementary Education for math remediation Grades K-6
- LOCATION:** Any Location within the Intermediate Unit
- JOB GOAL:** To provide teaching and consulting services necessary to maintain the effective functioning of the Act 89/ Title I remedial program at the elementary level in the nonpublic schools.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. To plan and implement remedial reading and mathematics programs which will provide a positive learning environment and targeted instruction appropriate to individual learning needs that result in adequate improvement in student learning.
2. To identify students eligible for the program by means of previous test scores, remedial teacher/classroom teacher collaboration, teachers' recommendations and principals' recommendations.
3. To informally and formally assess the needs of each student by diagnostic testing and make final selection of students for the program based on these needs.
4. To provide each student with a data driven individual prescription with stated goal (s) and objectives that flow into lessons that will result in demonstrated student mastery of the goal (s)

#### Reading

- Phonemic awareness instruction
- Phonics instruction
- Vocabulary instruction
- Fluency instruction
- Comprehension instruction (including strategic literacy skills)
- Reference study skills
- Other reading deficiency areas as deemed necessary by resource teacher

### Mathematics

- Numeration concepts and skills
  - Calculation concepts, processes, and skills
  - Mathematical application skills
  - Other mathematical deficiency areas as deemed appropriate by the resource teacher
5. To record and maintain appropriate records related to the Auxiliary (Nonpublic School) Services program.
  6. To assist in the selection and use of instructional materials and equipment.
  7. To assist in the preparation of forms, letters, etc., applicable to the Act 89 program.
  8. To disseminate information relative to the Act 89 Reading and Mathematics program.
  9. To communicate with the regular classroom teacher, administrator and parents regarding the scheduling, attendance, and progress (academic and behavioral) of students in their program.
  10. To assist the supervisor/director in related functions involving the Auxiliary Services of Colonial Intermediate Unit 20.
  11. To participate as a member/consultant of the Instructional Support Team at each assigned school.

### OTHER MAJOR DUTIES AND RESPONSIBILITIES:

1. Function as a member of the IU wide Instruction Support Team training Process.
2. Promote a positive image of the Intermediate Unit and the nonpublic Schools.
3. Demonstrate the willingness to assist other employees with their work.
4. Work to stay current in topics relating to the practice of remedial reading and mathematics.

This job description in no way states or implies that these are the only duties performed by the employe occupying this position. Employes will be required to follow any other job related instructions and to perform any other job related duties requested by their supervisor.

### TERMS OF EMPLOYMENT:

1. Salary and work year to be established by the Board.

In accordance with State and Federal Law, reasonable accommodations will be considered upon employe request.