

TITLE I COORDINATOR / TEACHER LEADER

QUALIFICATIONS:

1. Elementary K-9 Teaching Certification
2. Reading Specialists Qualifications
3. Reading Recovery Certification or Training in Program

REPORTS TO: Assistant Superintendent

JOB GOAL: Coordinate the Title I Program

PERFORMANCE RESPONSIBILITIES

- ◆ Tutor Reading Recovery Children
- ◆ Prepare diagnostic testing materials
- ◆ Establish and maintain longitudinal information on Title I students
- ◆ Inventory, maintain, and disseminate Title I materials
- ◆ Make recommendations for instruction of students
- ◆ Be a resource person for classroom teachers, Reading Recovery and Title I teachers.
- ◆ Assist Title I Coordinator with reporting, operating, and fiscal management of Title I program.

TERMS OF EMPLOYMENT: 180 DAYS. Salary and benefits according to district salary schedule.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Certified Staff.