



Loudoun County Public Schools

HUMAN RESOURCES AND TALENT DEVELOPMENT JOB CLASS SPECIFICATION

Certified: 11/12/2024

School-Based Resource Teacher (Reading)

Pay Scale: A

Level: N/A

FLSA Status: Exempt

Job Family: Instruction and Teaching

Primary Location: School-Based

Department Overview

The Department of Academics works to design, support, and monitor the educational vision and mission of Loudoun County Public Schools (LCPS) as articulated in the One LCPS Strategic Plan. The Department of Academics is comprised of the Department of Teaching and Learning, the Department of Student Services, and the Division of Research, Assessment, and School Improvement. Within these departments, curriculum, assessments, and instructional strategies are designed and developed for the 82,000+ students of LCPS.

Job Overview

The School-Based Resource Teacher for Reading provides expert attention to the needs of students in the area of reading and supports teachers in the implementation of effective reading instruction.

Roles and Responsibilities

The following information is intended to describe the overall nature and scope of the work being performed. This is not a comprehensive listing of all responsibilities or tasks; work may differ and other work may be assigned when deemed appropriate.

- Assesses the reading strengths and needs of students, provides that information to parents and educational staff, and uses the results to support the planning and implementation of an effective reading intervention program for the students
- Coordinates the administration of reading assessments, examines the use of data from the assessments, and monitors student progress
- Provides reading intervention to students who are struggling with reading
- Supports, supplements, and extends classroom teaching to implement a quality reading program that meets the needs of students and work with teachers, support staff, and school administrators to facilitate the coordination of the reading program with the full curriculum
- Leads professional development in reading, provides information on conceptual development of reading, models strategies or techniques, conducts demonstration or collaborative lessons, and coaches or mentors teachers
- Maintains an in-depth knowledge of the Virginia Standards of Learning curriculum standards in reading
- Completes training as requested by the Department of Teaching and Learning
- Attends monthly reading department collaboration meetings to provide aligned services and resources for teachers and students in the area of reading

Qualifications

Below are the minimum qualifications for this job. Equivalent combinations of education and experience are also acceptable.

Education

Bachelor's Degree

Experience

Three (3) years of successful teaching experience in which the teaching of reading was a responsibility

Licenses and Certifications

Holds or is eligible for a Virginia Postgraduate Professional License with an endorsement as a Reading Specialist

Knowledge, Skills and Abilities

- Exceptional organizational skills
- Proven ability to consistently meet deadlines
- Excellent verbal and written communication skills
- Knowledge of current research and best practices in the field of teaching reading

Physical Requirements

The following provides a brief description of physical requirements for this job:

While performing the duties of this job, the employee is regularly talking, expressing or exchanging ideas by means of the spoken word. The employee must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly. The employee must possess normal cognitive abilities including the ability to learn, recall and apply certain practices and policies. Frequently sitting and/or remaining in a stationary position for long periods of time. Exerting up to 25 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

Equal Opportunity Employment

The Loudoun County School Board seeks to cultivate a high performing team of professionals focused on its mission and goals. The School Board values merit and excellence within its workforce and encourages the highest levels of professionalism for all its employees.

The School Board also recognizes and values the diversity of the students and broader community it serves and encourages diversity within its workforce.

The Loudoun County School Board is an Equal Opportunity Employer. The School Board does not discriminate against qualified applicants or employees on the basis of actual or perceived race, national origin, ancestry, color, sex, sexual orientation, gender identity, pregnancy, childbirth or related medical conditions, marital status, age, religion, disability, genetic information, veteran status or any basis protected by law.

ADA Accommodations Disclosure

Under the Americans with Disabilities Act (ADA), Loudoun County Public Schools is required to provide reasonable accommodations to qualified employees with disabilities, unless doing so would pose an undue hardship. Qualified employees are those who hold the necessary education, skills, and experience for the job; and who can perform its essential responsibilities, with or without an accommodation.

Remote Work Disclosure

The following guidelines apply to jobs and positions where employees have been identified as having the potential to work remotely. Remote work is defined as completing one's duties and responsibilities at a site other than one's assigned duty location. In order to be eligible for remote work privileges, an employee must have demonstrated consistent, positive performance and have the support and approval of their direct supervisor. In addition, these employees must have reliable high-speed internet and a designated workspace that allows them privacy while completing sensitive and confidential work. Employees who are non-exempt and are working remotely will work their regular scheduled hours and gain prior approval from their supervisor if they work more than 8 hours a day or more than 40 hours in a workweek. Remote work privileges can be amended, changed, or revoked based upon the performance of the employee, as well as the needs of Loudoun County Public Schools.