SESC Job Posting

Braxton County Title I Interventionist—5 Positions

Part Time, as scheduled by the program director; Pay to be negotiated based on experience and degree level.

Qualifications:

- Valid WV Teaching and/or administrative certificate
- Criminal Background Check
- The ability to perform the job duties as described in the job description.

Job Duties:

- Assists with the selection of participants from the list of eligible Title I students.
- Determines the instructional level and reading/math deficiencies of each participant and administers appropriate diagnostic tests to identify individual deficiencies.
- Prescribes a written course of action to alleviate the identified reading/math deficiencies for each participant.
- Prepares daily instructional plans and implements the daily prescriptive course of action for each participant through appropriate instructional strategies.
- Prepares lesson plans for small group instruction in a variety of settings, including core instruction, walk-to-intervention models, and pull-out models to support a multi-tiered system of supports for improving student learning.
- Evaluates each participant's progress periodically, records such in each participant's cumulative folder, and reports the participant's progress as directed to appropriate personnel.
- Provides lesson plans, when appropriate, directs and guides the activities and services of the instructional aide assigned thereto.
- Participates in all in-service training activities as directed.
- Administers appropriate tests, including screening for dyslexia and dyscalculia.
- Records and maintains copies of all data related to the project.
- Assists in the selection and use of instructional materials and equipment.
- Maintains an up-to-date inventory of all Title I materials and equipment.
- Periodically assess the effectiveness of the program as directed.
- Performs other duties as assigned by the immediate Supervisor.
- Presents subject matter according to guidelines established by WVDE and board policies, and administrative regulations.
- Plans and uses appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
- Conducts assessment of student learning styles and uses results to support school-wide academic performance goals and instructional activities.

- Works cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
- Works with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
- Helps students analyze and improve study methods and habits.
- Conducts ongoing assessment of student achievement through formative and informative testing.
- Assumes responsibility for extracurricular activities as assigned. Sponsors, plans, and implements co-curricular activities/programs, such as curricular fairs, awards programs, and/or field trips as designated by the principal.
- Maintains a positive role model for students.
- Supports the mission of the school district.
- Creates a classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
- Design, implement, and evaluate engaging STREAM curriculum that promotes interdisciplinary learning, critical thinking, creativity, and problem solving.
- Manages student behavior in accordance with WV Board of Education Policy 4373 (Expected Behavior in Safe and Supportive Schools) and the student handbook.
- Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Establishes and maintains open communication by conducting conferences with parents, students, principals, and teachers to support student learning.
- Maintains a professional relationship with colleagues, students, parents, and community members.
- Uses effective communication skills to present information accurately and clearly.
- Participates in staff development activities to improve Standards of Practice for self and colleagues.
- Collaborate with teachers to integrate STREAM concepts across grade levels and subjects while aligning lessons with academic standards and student needs.
- Keeps informed and complies with state, district, and school regulations and policies for classroom teachers.
- Compiles, maintains, and files all physical and computerized reports, records, and other documents required.
- Attends and participates in faculty meetings and serves on staff committees as required.
- Adheres to Employee Code of Conduct as outlined in Braxton County School's Board of Education/West Virginia Board of Education Policy.
- Implements programs of study.
- Fosters a classroom climate conducive to learning.
- Utilizes instructional management systems models that increase student learning.
- Monitors student progress towards mastery of instructional goals and objectives.
- Communicates effectively within the educational community and with parents on a regular basis.
- Meets professional responsibilities.
- Demonstrates behavior which reflects established professional responsibilities (i.e., attendance, punctuality, and verbal/nonverbal communication.

- Demonstrates competency in the knowledge and implementation of technology standards.
- Collaborates with the school principal on all functions of the Title I Program.
- Attends bi-annual trainings for Title I staff with the Director of Federal Programs.
- Acts as a liaison for overseeing the Parent Advisory Committee and the Parent Advisory Policy.
- Assist with documenting Title I compliance indicators for monitoring purposes.
- Works Collaboratively on the Strategic Planning with the School Principal.
- Assist with planning and implementing parent engagement activities.
- Assists and supports the school principal in maintaining all items for the Title I inventory.
- Assist the school principal in keeping staff informed and engaged on progress towards meeting the Strategic Plan goals.
- Performs other duties as assigned.

Deadline to Apply: September 30, 2026 – or until filled

Send Application to: jlbutcher@wvesc.org