



**Job Title:** Dyslexia Teacher

**Exemption Status/Test:** Exempt

**Reports to:** Dyslexia Evaluator

**Date Revised:** January 31, 2018

**Dept. /School:** Special Education/Section 504

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**Primary Purpose:**

To teach students identified with dyslexia using instructional strategies utilize an individualized, intensive, multisensory, phonetic approach and a variety of writing and spelling components; provide students the opportunity to make significant gains in reading; and develop competencies and skills to function successfully in society.

**Qualifications:**

**Education/Certification:**

Texas Teacher Certification  
Elementary Certification preferred  
Master Reading Certification preferred  
CALT preferred or commitment to attend two year therapy program

**Experience:**

Three (3) years successful teaching experience

**Special Knowledge/Skills:**

Knowledge of dyslexia  
Knowledge of the reading process  
Knowledge of the Section 504 process, preferred  
Ability to relate positively to students, parents, and staff  
Ability to handle high-volume, fast paced workload  
Detail oriented  
Effective and pleasant telephone/communication skills  
Good judgment in handling confidential information  
Flexibility under pressure is a must  
Ability to work as part of a team

**Major Responsibilities and Duties:**

**Instructional Strategies**

1. Conduct individualized assessments for dyslexia under Section 504.
2. Execute the district's K-12 dyslexia programs.
3. Conduct ongoing progress measurements of student achievement through formal and informal testing.
4. Be a positive role model for students; support mission of the school district.
5. Attend 504 meetings as dyslexia representative.

### **Classroom Management and Organization**

6. Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
7. Manage student behavior in accordance with Student Code of Conduct and student handbook.
8. Take all necessary and reasonable precautions to protect students, equipment, materials and facilities.
9. Assist in selecting books, equipment, and other instructional materials.
10. Compile, maintain, and file all reports, records, and other documents required.

### **Communication**

11. Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.

### **Professional Growth and Development**

12. Participate in staff development activities to improve job-related skills.
13. Comply with state, district, and school regulations and policies for classroom teachers.
14. Other duties as assigned.

### **Supervisory Responsibilities:**

None.

### **Mental Demands/Physical Demands/Environmental Factors**

**Tools/Equipment Used:** Personal computer and peripherals; standard instructional equipment

**Posture:** Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

**Motion:** Frequent walking

**Lifting:** Regular light lifting and carrying (less than 15 pounds); may lift and move text books and classroom equipment

**Environment:** Occasional prolonged and irregular hours; frequent districtwide travel

**Mental Demands:** Ability to instruct; ability to communicate (verbal and written); maintain emotional control under stress

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