



NEW:  
07/01/2012

JOB TITLE:	TITLE I COMPONENT SPECIALIST
DIVISION	ACADEMIC SERVICES
SALARY SCHEDULE/GRADE:	IV, GRADE 9
WORK YEAR:	AS ASSIGNED
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4290
BARGAINING UNIT:	CERX

SCOPE OF RESPONSIBILITIES
---------------------------

Provides instructional support to component personnel at school locations; assists in component planning, implementation, evaluation and monitoring, and assists in curriculum development/ refinement; assists in planning, developing, implementing inservice for school based component personnel; assists in coordinating the Title I components with the regular program.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
--

Serves as a resource by providing a variety of instructional services to component personnel at the local school level and by assisting in the selection, preparation and use of appropriate component instructional materials

Assists in component planning, implementation and evaluation

Assists in curriculum development and refinement of the component

Assists in planning, developing and implementing component inservice

Provides technical expertise in designing, adapting and implementing on-the-job training for the Title I staff at the local school level

Collects, compiles and analyzes component management system data

Disseminates component information as appropriate

Works with appropriate personnel to resolve component concerns

Assists in monitoring component for compliance with Title I legislation and guidelines

Performs other duties as assigned by supervisor

PHYSICAL DEMANDS
------------------

The work is primarily sedentary. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, climbing, reaching, with the ability to lift; carry, push or pull light weights. The work requires activities involving exposure to marked changes in temperature and humidity and driving automotive equipment.

MINIMUM QUALIFICATIONS
------------------------

Master's Degree with Kentucky certification in Administration and/or Supervision

Three (3) years of successful teaching experience at the appropriate level

Knowledge of current literature, instructional strategies and materials in the math or reading/language arts areas

Effective communication skills

DESIRABLE QUALIFICATIONS
--------------------------

Certification in reading or equivalent professional experience in reading, related fields or additional hours in math as appropriate

Ability to interpret test results and assist in developing/refining where appropriate, corrective instructional interventions

Demonstrated ability to work with a wide range of people in different roles

Knowledge of federal programs, preferably Title I

**Footnote**

This position is categorically funded and re-employment is subject to periodic review based on availability of funds and continued need for the project.