



NEW: Submitted:  
07/01/2019 06/11/2019

JOB TITLE:	EDUCATIONAL RECOVERY SPECIALIST
DIVISION	ACADEMIC SERVICES
SALARY SCHEDULE/GRADE:	IV, GRADE 8
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4738
BARGAINING UNIT:	CERT

#### SCOPE OF RESPONSIBILITIES

The Educational Recovery Specialist (ERS) will be responsible for working with staff in a school identified through the criteria set forth in No Child Left Behind, House Bill 176 and the Kentucky Department of Education regulations with any and all functions relating to instruction and school improvement with an emphasis on reading and math.

#### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Ensures curriculum is aligned with state and local standards and implemented through a systematic process (Curriculum)

Works with staff to ensure rigorous and authentic assessments inform and improve instruction to meet the needs of all students (Assessment)

Assists teachers in developing and implementing effective and varied, research-based instructional strategies to be used in all Classrooms (Instruction)

Helps provide resources and activities that will make the school function as an effective learning community to support and Orderly environment that encourages learning (Culture)

Assists staff in working with families and community groups to remove barriers to learning (Support Services and Resources)

Seeks and provides appropriate relative professional development opportunities for teachers and administrators and works with teachers to identify areas of growth that enhances their teaching skills (Professional Development)

Helps identify ways to focus instructional decisions of the school council and school leadership teams around supports for teaching, learning and developing leadership skills (School Leadership)

Works to assist in organizing the school around all available resources to ensure maximum effectiveness (Organization)

Helps carry out activities identified in the School Improvement Grant (Compliance Issues)

Completes all trainings and other compliance requirements as assigned by the designated deadline

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, reaching, with the ability to lift, carry, push or pull light weights.

#### MINIMUM QUALIFICATIONS

Master's Degree

Five (5) years successful experience directly related to assignment

Certification in area of assignment

Successful leadership experience

Endorsement in Education Program Consultant or Statement of Eligibility for Principal certification or Certification as Principal or Certification in Instructional Leadership Supervisor of Instruction

Effective communication skills

DESIRABLE QUALIFICATIONS

Advanced preparation in area of assignment

Experience in a diverse workplace