

Caldwell – West Caldwell Public Schools

Job Description

Title: **Reading Specialist**

QUALIFICATIONS:

1. NJ Certification as Reading Specialist
2. Such other qualifications as may be specified

REPORTS TO: Director of Special Education

RESPONSIBILITIES:

1. Diagnose and evaluate reading strengths and weaknesses of individual students and groups of students
2. Assist, as appropriate, in the determination of student placement in instructional groups
3. Confer with teachers and other personnel regarding all elements of the reading program, especially student needs for improvement
4. Provide professional development for elementary staff regarding Dyslexia
5. Maintain appropriate records regarding completed evaluations of students
6. Other such duties as may be assigned by the Director of Special Education or Superintendent