



Julie Billiard Schools

BEYOND EDUCATION. BEYOND EXPECTATIONS.

Job Title: Intervention Specialist
Classification: Exempt, Full Time
Reports to: Principal - Lyndhurst Campus

Julie Billiard Schools is a network of schools serving children grades K-8 with special learning challenges. Currently we have campuses in Lyndhurst and Akron that offer unique learning environments for students with autism, ADD/ADHD, dyslexia and social learning challenges. We are Catholic, non-public schools, that respect diverse faith traditions.

The Intervention Specialist is responsible for providing an educational atmosphere where students have the opportunity to fulfill their potential for intellectual, emotional, physical, spiritual and psychological growth.

This person is responsible for organizing and implementing an instructional program that will result in students achieving academic success in accordance with Julie Billiard School and the Diocese of Cleveland policies.

The intervention specialist is expected to work cooperatively in a co-teach model, which consist of two intervention specialists as lead teachers of the classroom.

Responsibilities:

- Plan, prepare and deliver instructional activities that facilitate active learning experiences, using a variety of learning materials and resources.
- Develop schemes of work and lesson plans.
- Establish and communicate clear objectives for all learning activities.
- Prepare classroom for class activities.
- Identify and select different instructional resources and methods, including the use of relevant technology, to meet students' varying needs and to support instruction.
- Instruct and monitor students in the use of learning materials and equipment.
- Observe and evaluate student's performance and development.
- Assign and provide appropriate feedback on students submitted assignments.
- Maintain accurate and complete records of students' progress and development.
- Update all necessary records accurately and completely as required by laws, district policies and school regulations.
- Prepare required reports on students and activities, and communicate necessary information regularly to relevant stakeholders.
- Manage student behavior in the classroom by establishing and enforcing rules and procedures.
- Maintain discipline in accordance with the rules and disciplinary systems of the school.
- Apply appropriate disciplinary measures where necessary.
- Participate in level, school and parent meetings.
- Attend professional development meetings as required by the Principal.
- Write professional development goals as required by the LPDC.
- Keep up to date with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities.
- Write IEPs, IEP Progress Reports, and Service Plans as required by state law.
- Other duties as needed.

Qualifications, Education, and Experience:

- Skilled in differentiating education
- Experience providing strategies for improved executive functioning
- Ability to implement social and behavioral strategies for teens
- Excellent skills in both verbal and written communication
- Ability to work both independently or within a team
- Proficient at communicating with parents and colleagues
- Flexible thinker able to make adjustments in the moment
- Enthusiastic, driven, and independent
- Minimum of bachelor's degree in education, psychology, or related field
- Professional certification or license preferred
- 2 + years working with students with ADHD, Autism, or other learning challenges
- Experience with educational data collection and excel data management

Please submit applications to employment@jbschool.org

Julie Billiard School is an equal opportunity employer and does not discriminate on the basis of race, color, religion, gender (including pregnancy), sexual orientation, gender identity, national origin, age, disability, genetic information, marital status, amnesty or status as a covered veteran in accordance with applicable federal, state and local laws. Julie Billiard School complies with applicable state and local laws governing nondiscrimination in employment.