



*Board of Education of the City of St. Louis*  
**CAREER OPPORTUNITY**

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<b><i>Position Title:</i></b>	Remedial Reading Teacher
<b><i>Payroll/Personnel Type:</i></b>	10 Months
<b><i>Reports to:</i></b>	Principal

**Position Summary:**

The Remedial Reading Teacher, under the supervision of the principal, shall give pupils a program of learning experiences in accord with the educational objectives and purposes set forth in the approved courses of study and curriculum guides for remedial reading.

**Essential Functions:**

- Plan and initiate teacher-parent or teacher-pupil-parent conferences
- Share with the principal the responsibility of supervising the pupils during the entire time they are permitted to remain on the school premises
- Supervise those activities, generally known as extracurricular, which may be assigned by the principal
- Visit other schools with the approval of the principal and the consent of the district supervisor in order to improve teaching methods
- Provide small group or individual remedial reading instruction for the 50 to 100 pupils who have the most serious reading problems in the school
- When involved with reading instruction teams, work closely with the reading assistant and classroom teachers of the pupils
- Maintain good control of the classroom and do not leave class unattended
- Supervise the school testing program in keeping with its scope, purpose and administration
- Develop a system of evaluation and interpretation of test data in order to use the results to improve the quality of instruction in the classroom
- Maintain a continuous process of evaluation of the progress of pupils
- Cultivate reasonable acquaintance with the parents of pupils as an aid in knowing each child's educational, emotion, physical and social needs
- Observe the pupils closely for evidence of any physical defects or communicable diseases and report each case to the principal
- Exercise sound judgment in assigning homework to pupils
- Maintain discipline, using such methods used by a judicious parent and are in accordance with board regulations and policies
- Performs other duties as assigned

**Experience:**

- Secondary certification in Reading or English
- Evidence of working successfully with at-risk students
- Demonstrated ability to work with other adults and within the leadership of the site administrator
- Proven track record of excellent attendance and timeliness at the work site



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**Education:**

- Bachelor's Degree in Education from an accredited college or university
- Preferred: Master's Degree
- Preferred: Minimum of 3-5 years experience successfully assisting at-risk youth

**Knowledge, Skills, and Abilities:**

- Passionate about improving urban public education, and is driven to make a difference
- Ability to perform well in a quickly changing and diverse environment
- Ability to apply principles of logical thinking to define problems, collect data, establish facts and draw valid conclusions
- Ability to foster a cooperative work environment
- Excellent and effective communication skills
- Ability to express information to individuals or groups effectively
- Effective problem-solving and strong analytical skills
- Ability to develop innovative solutions and recommendations
- Ability to effectively work and interact with others and exercise a high degree of diplomacy

**Physical Requirements:**

- Must be physically able to operate a motor vehicle
- Must be able to exert up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body
- Light Work usually requires walking or standing to a significant degree

**Working Conditions and Environment:**

- Work is routinely performed in a typical interior/office environment
- Very limited or no exposure to physical risk

**Disclaimer:**

**The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.**

