

**POWELL COUNTY SCHOOLS
JOB DESCRIPTION**

POSITION TITLE: Academic Interventionist (Partners for Education, Gear-Up)

REPORTS TO: Building Principal or Designee
GEAR UP Program Manager, Berea College

BASIC FUNCTION: The Academic Interventionist (AI), is a fulltime 185 day position. The Academic Interventionist will provide direct academic interventions to students by meeting with them individually and collectively, to develop a plan for academic success by providing tiered academic interventions and referrals to services necessary to ensure success. Services will vary depending upon the level of the students. The AI will work with students for as long and as intensively as needed, to assist each student in achieving academically for the purpose of becoming college and career ready; The AI will also provide out-of-classroom learning/intervention during out of school periods; The AI will monitor individual student data using a Universal Screener to ensure that interventions occur as soon as academic needs arise.

REPRESENTATIVE DUTIES: The terms of employments are designated by the contract.

- Adhere to the Professional Code of Ethics and demonstrate punctuality and regular attendance
- Physical ability to perform duties as required
- In collaboration with GEAR UP program staff and building-level administrators and teachers, AI will coordinate and deliver academic services to students who are below benchmark
- Work collaboratively with GEAR UP College and Career Navigators (CCN) to ensure seamless delivery of GEAR UP services to ensure scholastic and transitional success.
- Provide workshops and academic tutoring during out-of-school time periods
- Meet with students, individually and collectively, to provide academic interventions and referrals to services necessary for success
- Maintain accurate records and data and submit reports regularly
- Attend and actively participate in regular professional development trainings around academic instruction and success

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Standard office equipment- computer, telephone, fax machine, photocopier
- Computer competency- data entry, word processing, familiarity with Microsoft Office Products including Excel
- College access and success best practices

- First generation, low income youth
- Service Learning
- Curriculum development and interdisciplinary teaching methodologies

ABILITY TO:

- Work within a high energy school setting all day
- Occasionally lift up to 20 pounds
- Travel independently if needed
- Present with strong written and oral communication skills

EVALUATION: Evaluation will be conducted annually by the Building Principal or Designee

EDUCATION AND EXPERIENCE:

- Bachelor's degree- education or related field preferred
- Experience in teaching or tutoring programs
- Experience with classroom/group management
- Experience managing multiple tasks and meeting ambitious deadlines
- Experience in rural schools

LICENSES AND OTHER REQUIREMENTS:

- Valid driver's license
- Background check, including social media check

Most recent approval by the Powell County Board of Education	Date:
Printed name of employee receiving job description.	
Employee Agreement: I have read and fully understand the foregoing job description and am aware of nothing that would prohibit my performing those duties in a competent, efficient manner.	
Employee Signature:	Date: