

job description

DENVILLE BOARD OF EDUCATION

Position:	Intervention & Referral Services Team Member
Responsible to:	Principal
Goal:	To assist pupils who are experiencing learning, behavior, or health difficulties and to assist staff and parents who have difficulties in addressing pupils' learning, behavior, or health needs
Qualifications:	Experience/Certification in Teaching, Nursing, School Counseling, Social Work, School Psychologist or Learning Disability Teaching Consultant

Duties and Responsibilities:

1. Identify learning, behavior, and health difficulties of pupils
2. Collect thorough information on the identified learning, behavior, and/or health difficulty
3. Develop and implement action plans which provide for appropriate school or community interventions or referrals to school and community resources, based on the collected data and desired outcomes for the identified learning, behavior, and/or health difficulties
4. Provide support, guidance, and professional development to school staff who identify learning, behavior and/or health difficulties
5. Provide support, guidance, and professional development to school staff who participate in each building's system for planning and providing intervention and referral services
6. Actively involve parents or legal guardians in the development and implementation of intervention and referral services action plans
7. Coordinate the access to and delivery of school resources and services for achieving the outcomes identified in the intervention and referral services action plans

8. Coordinate the services of community based social and health provider agencies and other community resources for achieving the outcomes identified in the intervention and referral services plans
9. Maintain records of all requests for assistance, intervention and referral services action plans, and related pupil information pursuant N.J.A.C.6A:16-8.2(a)9
10. Review and assess the effectiveness of the provisions of each intervention and referral services action plan in achieving the outcomes identified in each action plan and modify each action plan to achieve the outcomes, as appropriate
11. At a minimum, annually review the intervention and referral services action plans and the actions taken as a result of the building's system of intervention and referral services and make recommendations to the Building Principal for improving school programs and services, as appropriate
12. To perform duties as an assigned member of the building I & RS team

ADOPTED: November 2, 2009