

Intervention Specialist

Position Information

- **Position Title:** Intervention Specialist
 - **Reports To:** Building Principal
 - **Position Type:** Full-Time or Part-Time | Exempt | 10-Month (paid over 12 months if applicable)
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Position Purpose

The Intervention Specialist at Shepherd Christian School exists to support students with diverse learning needs by providing targeted, high-quality instruction and interventions that promote academic growth and access to learning within a Christ-centered environment. This role partners with classroom teachers, families, and support staff to help students thrive academically while honoring their God-given worth and potential.

The Intervention Specialist views specialized instruction as Christian ministry and intentionally integrates faith, compassion, and instructional excellence to serve students with care and clarity.

Christian Mission & Lifestyle Expectations

As a ministry of Shepherd Christian School, the Intervention Specialist is expected to model Christlike character and uphold biblical values consistent with the school's mission.

The Intervention Specialist will: - Profess a clear Christian testimony and demonstrate a growing relationship with Jesus Christ. - Live a lifestyle of biblical integrity in speech, actions, and relationships. - Actively attend and support a Bible-believing church. - Support and uphold the school's Statement of Faith, Lifestyle Agreement, and Ethical & Moral Integrity standards. - Model Christian compassion, patience, and dignity in working with students and families. - Follow the biblical principles of Matthew 18 when addressing conflict. - View intervention services as a ministry context and intentionally invest in students' spiritual formation.

Primary Responsibilities

Instructional & Intervention Responsibilities

- Provide targeted, evidence-informed instruction to students requiring academic intervention or specialized support.
- Design and implement intervention plans aligned with student needs and school curriculum.
- Differentiate instruction and accommodations to support student access and growth.

- Teach all content from a biblical worldview while maintaining fidelity to instructional goals.
- Use formative and summative assessment data to monitor progress and adjust interventions.

Documentation & Compliance

- Develop, maintain, and update required student documentation (e.g., IEPs, ETRs, 504 plans, RTI records) as applicable.
- Ensure compliance with applicable policies, procedures, and timelines.
- Participate meaningfully in meetings related to student support and planning.

Collaboration & Communication

- Collaborate with classroom teachers to support inclusive instructional practices.
- Partner proactively with families to communicate student progress, goals, and support strategies.
- Work collaboratively with counselors, administrators, aides, and support staff.

Student Support & Relationships

- Build positive, respectful relationships with students that foster trust, confidence, and growth.
- Support student well-being while maintaining appropriate professional boundaries.
- Reinforce school-wide expectations for behavior and character.

Professional Responsibilities

- Adhere to all school policies, procedures, and confidentiality requirements.
- Maintain accurate records, schedules, and service logs.
- Demonstrate professionalism in attendance, communication, appearance, and conduct.
- Pursue professional development related to intervention, special education, and instructional practice.

Key Performance Indicators (KPIs)

Mission & Culture

1. Consistently models Christlike character and supports the spiritual mission of Shepherd Christian School.
2. Demonstrates compassion, dignity, and professionalism in serving students with diverse needs.

Instructional Effectiveness

3. Designs and delivers targeted interventions aligned with student needs and instructional goals.
4. Uses data to monitor progress and adjust instruction appropriately.
5. Demonstrates evidence of student academic growth over time.

Documentation & Compliance

6. Maintains accurate, timely, and compliant student documentation.

7. Meets required timelines and procedural expectations consistently.

Collaboration & Communication

8. Collaborates effectively with classroom teachers, families, and support staff.
9. Communicates clearly, proactively, and professionally regarding student progress and needs.

Student Support

10. Builds positive relationships that support student confidence and engagement.
11. Supports inclusive practices and access to learning across settings.

Professional Growth & Stewardship

12. Maintains confidentiality and ethical standards consistently.
 13. Pursues professional development and applies learning to practice.
 14. Demonstrates adaptability, reflection, and openness to feedback.
 15. Uses time, resources, and instructional opportunities wisely and responsibly.
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Qualifications & Experience

- Bachelor's degree in Special Education, Education, or related field.
 - Valid Intervention Specialist license or eligibility to obtain.
 - Experience providing academic interventions or special education services preferred.
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Personal & Professional Expectations

- Demonstrates courtesy, integrity, flexibility, gratitude, and perseverance.
 - Maintains emotional stability and professionalism under pressure.
 - Submits respectfully to school leadership and policies.
 - Represents Shepherd Christian School positively to families and the broader community.
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Disclaimer

This job description reflects the general duties and expectations of the position but is not intended to be an exhaustive list. Shepherd Christian School reserves the right to modify duties and responsibilities as needed to support the mission and operation of the school.
