

**PORT HURON AREA SCHOOL DISTRICT  
DEPARTMENT FOR HUMAN RESOURCES**

**NOTICE OF VACANCY**



**Please Post  
TUTOR – 204  
TUTOR - 205  
Contracted  
Services**

**January 29, 2018**

<b>Building:</b>	<b>District Wide K - 5</b>
<b>2 Positions:</b>	<b>Elementary Math Interventionists</b>
<b>Certification:</b>	<b>Elementary Certification with Math (EX) endorsement preferred</b>
<b>Effective:</b>	<b>Immediately</b>
<b>Allocation:</b>	<b>1.125.64.3010.3120</b>

*\*ALL APPLICANTS MUST MEET STATE OF MICHIGAN HIGHLY QUALIFIED REQUIREMENTS FOR GRADE LEVEL AND SUBJECT\**

**APPLICATION PROCEDURE:**

**Internal Applicants**  
(Current District Employees)

*Persons interested in being considered for any position must indicate their interest via email to the Human Resources Department on or before **4:00 p.m., February 2, 2018.***

**PLEASE INCLUDED #, POSITION, AND LOCATION ON ALL CORRESPONDENCE**

**Send to: Tracie Eschenburg, Executive Director of Employee and Student Services**

[humanresource@phasd.us](mailto:humanresource@phasd.us)

External Applicants

Please Apply On-Line on or before **February 2, 2018 or until filled at**

[Applicant Central](#)

Any bids received after the date and time stated above will not be accepted.

\*If you choose to withdraw your bid, you must do so in writing and submit it as stated above.

*The Board of Education does not discriminate on the basis of race, color, national origin, sex, (including sexual orientation and transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.*

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER**

# PORT HURON AREA SCHOOL DISTRICT ADMINISTRATIVE SERVICE

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ORGANIZATIONAL MANUAL

POSITION GUIDE

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TITLE

**Intervention Specialist**

SECTION M-4

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## FUNCTIONS

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1. Work with SST to interpret assessment data and to identify students for services who are academically at risk
2. Plan and provide instructional interventions (which reflect current best practices) individually and /or through small flexible group instruction and document in student Intervention Logs. (Lesson Plans must be maintained)
3. Instructional emphasis will be determined through analysis of available assessment data aligned with classroom instruction, and coordinated with the building's Multi-Tiered System of Support and School Improvement plans
4. Allocation of time will be determined according to student academic needs. Most at-risk students must be served first
5. Intervention Specialist may only provide instructional support in areas in which they are Highly Qualified
6. Acquire and maintain required grant documentation as requested by the Department of State/Federal Programs and Grants
7. Direction will be provided through the Instructional Services Department and the Building Administrator

*Grant funded program services supplement and support but do not supplant or replace the general educational program of the school district.*

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ALLOCATION(S)

1.125.64.3010.3120

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FORM DATA

PHASD FORM NO. AIS-OM-4 Ad. Off. Serv.

Jan 2017