

Northern Education Trust – Job Description

Job Title:	Literacy Intervention Specialist		
Base:	Academy		
Reports to:	Head of English	Grade:	MPS1 – UPS3
Service responsibility:		Salary:	£32,916 - £51,048 FTE
Additional:	Some travel may be required.	Term:	

JOB PURPOSE

To design, deliver, and monitor high-impact literacy interventions for students with Special Educational Needs and Disabilities (SEND) across Key Stages 3 and 4.

The primary focus is to accelerate progress and raise attainment in reading, writing, comprehension, and vocabulary. By closing these literacy gaps, the postholder will ensure KS3 students are prepared for the demands of upper secondary, and KS4 students can successfully access the language demands of their GCSE or vocational courses.

JOB SUMMARY

1. Maintain precise, data-driven records of student progress. Regularly re-test students to measure the impact of interventions and report outcomes to the SENDCo and parents.
2. Fluidly group students based on data, moving them into or out of interventions as they meet their targets.
3. To plan, prepare and carry out 1:1 or small group intervention specifically in literacy
4. Ensure that the vocabulary and strategies taught in intervention sessions are explicitly linked back to the students' mainstream English and wider subject lessons.
5. Identify students who require access arrangements for examinations (e.g., readers, scribes, oral language modifiers) and provide evidence of "normal way of working" to the Exams Officer.
6. Share successful strategies and low-stakes literacy scaffolds with classroom teachers to support SEND students in mainstream classrooms.
7. Liaising as required, with a range of contacts, to include: Principal, class teacher, HOD and SENCO etc., to discuss student progress, achievement and attendance
8. Supporting exam revision sessions as required
9. To take part in the academy's staff development programme by participating in arrangements for further training and professional development as required
10. To continue personal development in the relevant areas including subject knowledge and teaching methods.

GDPR

1. To adhere to GDPR and Data Protection Regulations, whilst maintaining confidentiality

Safeguarding

1. To follow all safeguarding and child protection policies and procedures.
2. This role wholly or mainly involves working with children

GENERAL

1. To participate in wider academy meetings and working groups as required.

NET is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified and the post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.

Signed:

Date: