Reports to: Building Principal or designee

Position Responsibility: To instruct, facilitate, and implement the MTSS services in order to support and monitor student academic achievement and classroom behavior within a Tier 4 school during regular and extended learning opportunities.

Qualifications/Skills:

- Professional Educator License
- Minimum 3 year teaching experience at a Tier 4 School
- Performance Evaluation Rating of Proficient or Excellent
- Training and/or experience in MTSS model
- Skill in collecting, interpreting, and communicating data to a variety of audiences
- Ability to work as a member of a team
- Ability to use word processing and spreadsheet software
- Possess excellent organizational skills
- Ability to work effectively with administrators, teachers, and students
- Demonstrate knowledge in support and intervention strategies
- Culturally competent approaches with working with diverse student subgroups
- Disaggregation of various assessment data (e.g., local, state, and federal)

KEY FUNCTIONS:

A. Implementation of School MTSS Model Tier 2 and Tier 3

1. Implements Tier 4 school MTSS plan for Tier 2 and Tier 3 eligible students.

2. Knowledge of short and long-range plans based on district and school improvement goals, curriculum requirements, student profiles and instructional priorities.

3. Identifies, selects, and modifies evidence-based research supplemental materials to meet the needs of the students with varying backgrounds, learning styles, and special needs.

4. Communicates MTSS program and procedures to instructional staff and parent/guardians.

5. Assists instructional staff in acquiring and developing MTSS resources and materials to better meet the needs of identified students.

6. Works with School Improvement Team and Division Leaders as needed to ensure vertical and horizontal articulation for struggling identified students.
B. Assessment/Program Effectiveness

Assess student and program model success based on formative and summative data. Prepares Weekly Supplemental Reports as required by the Office of Federal Programs.

1. Monitors the implementation of MTSS process.
2. Collects and analyzes data to gage effectiveness of interventions.
3. Communicates data to staff, parents, and students.
4. Insures that MTSS is consistent with the District’s and School’s Improvement Plans.
5. Facilitates the sustainability and expansion of MTSS within the district and community.
6. Use data to help identify students who need additional support.

C. Professional Development

Provides training for identified MTSS students’ staff.

1. Participates regularly scheduled school improvement and parent meetings.
2. Facilitates professional development of staff members.
3. Supports attendance of staff at trainings, workshops, and conferences.
4. Models research based instructional practices and interventions for staff.
5. Uses data to assist teachers planning whole and small group instruction.
6. Helps teachers develop and implement classroom-based, developmentally appropriate interventions.

D. Communication

1. Holds individual and group sessions conferences with students to monitor their progress.
2. Communicates to Counselor, Dean, AP, Truant Officers, etc.
4. Celebrates student successes and accomplishments

5. Assists students in accepting themselves and understanding their physical, emotional and social growth.

6. Participates in student/parent/staff conferences and or other after-school events.

7. Participates in-service training of staff, individually and in groups.

**Terms of Employment:** Title I funded. Positions end when the regular school term ends.

**Evaluation:** Performance of this job will be evaluated in accordance with provisions of the Faculty Association contract agreement.