**School Name**

**PROBLEM-SOLVING DATA COORDINATOR**

Non-Classroom Assignment, Preparation Salary Table (0706)

(# Position)

Posting Date: XX/XX/20XX

Provides support to schools to create a single, well-integrated system of instruction and intervention informed by student outcome data focused on the multi-tiered Response to Instruction and Intervention (RtI2) framework; utilizes data based problem-solving models in the delivery of professional development, and evidence-based strategies to provide student access to core instruction and intervention.

**Primary Duties/Responsibilities:**

* Models, teaches, and guides teachers and students in problem-solving model (PS) and Response to Instruction and Intervention (RtI2).
* Works collaboratively with the school-based leadership team to develop and implement the PS/ RtI2 training agenda for the school year.
* Provides technical assistance to site administrators, teachers, and the school leadership team to facilitate implementation of the problem-solving and RtI2 activities.
* Provides non-evaluative classroom observation and direct feedback to teachers and students; and models lessons and other supportive assistance necessary to implement the PS/ RtI2 process.
* Serves as the Site Data Coordinator to facilitate the management and interpretation of data necessary to develop, implement, and evaluate Tiers 1, 2, and 3 intervention.
* Serves as the primary source of school data to support the evaluation of intervention services.
* Provides demonstration lessons that involve the direct instruction of pupils.
* Analyzes data to identify school, grade-level, and individual student academic needs to implement and monitor intervention services.
* Provides feedback and engages in collaborative discussion with teachers, support staff, and administrators to communicate and strengthen instructional support for school staff based on data analysis.
* Conducts differentiated professional development for teachers on utilizing student data to inform instruction and to improve student academic growth.
* Performs other duties as assigned in accordance with the District/UTLA agreement.

**Salary: Teacher Salary (T) Table; C Basis + Differential; 204 paid days, 8-hour onsite obligation**

* In the case of an annualized employee who is changing basis during the year, this change may result in an annualized “settlement” (i.e., the process by which the District resolves an under or overpayment).
* For employees who change basis during the school year, this basis change may prevent them from earning a full year of service credit.
* Selected individual may be subject to displacement due to budget limitations.

**Minimum Requirements: All minimum requirements must be met on or before the filing deadline. It is the applicant’s responsibility to ensure that appropriate documentation is on file with Human Resources. For additional information, please call (213) 241-6520.**

* Five (5) years of successful full-time public school certificated service as a teacher
* A valid Clear California teaching credential authorizing K-12 service in the specific subject area, grade level and/or instructional setting of the assignment, as required by the Commission on Teacher Credentialing
* English Learner Authorization

*Note: Applicants are advised that meeting the minimum stated requirements does not ensure an invitation to an interview.*

**Desirable Experience/Qualifications:**

* Knowledge of and ability to conduct peer coaching or mentoring for instructional staff.
* Knowledge of and ability to plan, design, and implement differentiated professional development.
* Knowledge of instructional methodologies and effective research-based strategies to promote achievement for diverse learners.
* Knowledge and experience with MyData, ISIS, MiSIS, and other District reporting and tracking systems.
* Ability to use technology and access data to inform instruction.
* Ability to compose and comprehend written communication.
* Ability to work collaboratively with teachers, parents and administrators.
* Ability to work effectively with all racial, ethnic, linguistic, disability, and socioeconomic groups.
* Poise, tact, good judgment, and commitment to the education of all students.

**District Information:**

* **Classroom Vacancies are District priority. In the event that the non-classroom position creates a classroom vacancy, the candidate will remain in the current position until it is backfilled.**
* **If there is an unfilled classroom vacancy at the school site at any time during the school year, the Non-Classroom incumbent may be temporarily reassigned to the classroom vacancy, until such position is filled by a provisional/credentialed employee (non-substitute).**
* **Position may require travel to sites and locations throughout the District.**

*Assignment Limitation: The Non-Classroom Assignment, Preparation Salary Table position and the person serving in the position are subject to annual review by the immediate supervisor, employees may serve in such positions for a maximum of five consecutive years.*

**Application Procedures:**

Interested applicants must submit the following:

1. Cover letter that describes qualifications for this position and successful experience in the following areas:

* Add supplemental area
* Add supplemental area
* Add supplemental area

1. Current resume (include LAUSD employee number)
2. List of three (3) references that includes the current and next most recent supervisor(s) with their contact information. References will be verified for all applicants who are finalists for the position.

**Submit application materials to:**

School Name

Attn: Name, Job Title

Street Address

City, State, Zip Code

Phone Number

Application materials may be sent electronically to \_\_\_\_\_\_@lausd.net. In the email subject line please indicate the following: “Time Sensitive – **Problem-Solving Data Coordinator** Application”.

**DEADLINE: Weekday, Month XX, 20XX - 5:00 P.M.**

**All application materials must be received by the filing deadline.**

**Materials sent by fax will not be accepted.**