

Multi-tiered System of Support Teacher on Special Assignment

DEFINITION:

The role of the Multi-tiered System of Support (MTSS) Teacher on Special Assignment (TOSA) is to support the District and the school sites in the implementation of the District's multi-tiered system of supports. Under the direction of a district office administrator, the MTSS TOSA will collaborate with members of the Educational Services team to monitor district's advancement development, progress monitoring, and evaluation of interventions and programs in the areas of academic, behavioral, and social-emotional supports for all students.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Support the leadership of the overall program assigned; help interpret and implement the District approved program; assist in providing for appropriate facilities, equipment and supplies.
- Survey student and teacher skills levels, and teacher training needs; conduct ongoing evaluation of staff development activities to continue to improve the services being provided; consult with teachers on matters regarding MTSS; may provide guidance to teaching staff in the implementation of the MTSS tiered intervention; encourage and support professional growth of all staff members; participate in own professional growth.
- Plan, organize, and direct the functions of MTSS related activities and related programs
- Provide direction to staff members at both the site and District in identifying needs, developing effective procedures for the organization, and evaluating MTSS implementation
- Support site leadership teams to ensure MTSS processes, protocols, timelines, and implementation plans are implemented with fidelity and meet the needs of students
- Serve as the liaison between the District, other school districts, county, and state agencies in matters related to MTSS
- Provide staff development and training to District and site teachers and administrators regarding MTSS, including the role of academic and behavioral interventions, social emotional supports, and school climate and culture
- Coordinate with the Elementary and Secondary Departments in training and program services in the area of academic interventions
- Coordinate with the Student Services Department in training and program services in the area of Social Emotional Learning (SEL) and Positive Behavior Interventions (PBIS)
- Support, assist, and mentor site teachers and administrators with aspects related to MTSS implementation
- Facilitate high quality MTSS professional development activities for school and district employees
- Assist in the communications regarding programs assigned in the school and help administration interpret, support, and implement District and State policies and procedures.
- May provide support for grant applications and assist in the implementation of grant projects at the school.
- Maintain District standards fulfilling responsibilities and duties in a timely and efficient manner; accepting supervision and direction, promoting a professional image; maintaining confidentiality in professional relationships; adhering to all federal and state regulations, Education Code, District policies and District curriculum and content standards.
- Perform other duties as assigned.

QUALIFICATIONS:

Knowledge of:

Knowledge and experience with MTSS, Positive Behavioral Intervention & Supports (PBIS), Response to Intervention (RtI), Restorative Practices, as well as academic, behavioral, and social-emotional components within the MTSS framework; understanding of inclusive, culturally responsive practices and educational equity; knowledge of Fidelity Integrity Assessment (FIA), Fidelity of Implementation Tool (FIT), Tiered Fidelity Inventory (TFI) and other assessments to evaluate progress of MTSS implementation; Federal and State laws, regulations and compliance requirements regarding assessment and accountability; school and district policies; general curriculum and instructional strategies; staff development techniques and principles; state content standards and assessment blueprints; local, state, and national testing programs; assessment, evaluation, and research methodologies; statistical and computer-based analysis techniques; use of data bases and computerized report preparation; computer applications including word processing, spreadsheet, database, and educational data software programs; grant development and coordination; and basic budget preparation and control.

Ability to:

Lead planning and implementation of assessment; collect, analyze and interpret results in visual and verbal terms; use technology to translate statistical data into understandable language and a variety of formats to allow for interpretation by the intended audience; utilize online student information systems and data and assessment systems; analyze data and data driven decision making; provide effective professional development; communicate effectively, both orally and in writing; build capacity and support staff in generating solutions to challenging situations; and establish and maintain effective working relationships.

Experience:

A minimum of three years of successful teaching and relevant education related work experience that has provided the applicant with the knowledge and abilities listed above.

Education:

Bachelor's Degree required; Master's Degree from an accredited college or university is preferred.

Physical Performance Requirements:

Frequent sitting much of the time with some standing, walking, bending, stooping, squatting and twisting. Lifting of supplies and other work related materials occasionally involved. Weight of materials will vary, but generally be of less than twenty pounds.

Licenses/Credentials:

Valid California teaching credential or pupil personnel services credential and administrative credential and possession of a valid California driver's license.

Board Approved: June 10, 2019