JOB DESCRIPTION:
Under the direction of the middle school administrative team, the Multi-Tiered System of Support (MTSS) Coordinator will be responsible for implementing and monitoring a comprehensive three-tiered program of academic and behavioral interventions for students in grades five through eight.

SALARY:
10-month position; $48,000-$55,000

ESSENTIAL FUNCTIONS:
● Adhere to the established progress monitoring process, inclusive of timelines and data collection procedures
● Analyze individual student needs and identify appropriate targeted interventions
● Work directly with teachers to support the successful integration of the MTSS process
● Implement interventions with fidelity, for both individual and small groups of students, on a daily basis
● Compile, maintain, and review student data
● Participate in weekly Child Study Team meetings to review referrals, student progress, and make recommendations
● Present student performance data to school and district leadership, in accordance with the timelines set forth
● Coordinate and lead MTSS-related professional development for school staff
● Perform other related work, as required

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:
● Commitment to the belief that all students can learn, educational equity, and to String Theory’s vision and mission
● Extensive knowledge of MTSS research and best practices
● In-depth understanding of the implementation and application of the MTSS model
● Proficiency in disaggregating, interpreting, and analyzing assessment data
● Ability to prepare and present comprehensive and effective reports, as appropriate for various stakeholders
● Willingness to work collaboratively with middle school and district leadership teams

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● Strong instructional skills resulting in student growth
● Commitment to professional growth
● Ability to maintain the confidentiality of school and student records
● Exceptional interpersonal and organizational skills

QUALIFICATIONS AND EDUCATIONAL REQUIREMENTS:
● Bachelor’s Degree in Education, Master’s Degree preferred
● Three (3) years or more of excellent teaching experience
● Valid Pennsylvania teaching certification
● Lead teacher experience preferred