

Specific Job Duties and Responsibilities

SENIOR COORDINATOR, Learning Interventions

Reports to: Director, ESE

MAJOR FUNCTION:

Focuses on student learning by providing support and assistance to teachers and administrators. Provides extensive, responsible leadership in the provision of professional development, mentoring, and coaching for exemplary practices that lead to enhanced student learning.

ILLUSTRATIVE DUTIES:

Coordinates and analyzes the instructional program and curriculum to improve identified areas of student strengths and weaknesses and continue enhancement of student performance. Provides assistance to schools to improve student achievement by facilitating development activities pertaining to Response to Intervention, addressing the needs of diverse learners, inclusionary practices, and high-yield strategies consistent with the latest research from the exceptional student education, general education, and neuroscience communities.

Works closely with Associate Superintendent, Senior Directors, Directors, school-based administrators, and teachers to enhance practices for the purpose of increased student achievement. Performs related work as required.

MINIMUM QUALIFICATIONS:

Knowledge, Ability and Skills:

Thorough knowledge of most promising high-yield strategies to enhance student learning. Thorough knowledge of adult learning theory and competency acquisition processes. Thorough knowledge of the latest research relative to universal design in educational practices and inclusion. Thorough knowledge of Response to Intervention Model and Positive Behavior Intervention Support Model. Demonstrated abilities in enhancing the professional development of others as well as in coaching and mentoring to improve practice and learning outcomes.

Training and Experience:

Graduation from an accredited college or university with at least a master's degree; considerable teaching experience as well as extensive knowledge and experience in professional development. Experience in teacher development, exceptional student education, and/ or supervisory experience preferred.

Physical Requirements:

Light work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

PCSB Salary Grade: 20

Local Code: 9995

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Months Worked	10	State Code:	64010
Fund:	Grant	EEO5#:	43
Date Board Approved:	July 28, 2009	State Title:	Spec. Staff Training

ESE/Learning