

Project Facilitator, K-12 Response to Instruction (RTI)

Position Details

Division: Human Resources

Classification: Certified

Terms of Employment: This is a salaried position assigned to the Licensed Employee Salary Schedule, 9 Months, extra days and minutes at the contracted daily rate of pay may be available.

FLSA STATUS: EXEMPT

Position Summary

The individual selected for this grant-funded licensed position will coordinate and provide specialized support for elementary and secondary school teachers and administrators in the development and implementation of Response to Instruction (RTI). The project facilitator will develop and implement RTI professional learning support for administrators, literacy specialists, learning strategists, teachers, and parents. The project facilitator will collaborate with region personnel and various Clark County School District divisions and departments including the Assessment, Accountability, Research, and School Improvement (AARSI) Division; Human Resources Division (HRD); and the Student Services Division (SSD). Additionally, the project facilitator will be involved with local, regional, and state organizations and institutions of higher education. This position will report to the Director of K-12 Literacy and Language Development, Curriculum and Instruction Division (CID), Academic Unit.

Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Supports state and District literacy and mathematics initiatives and curricula, as required.

2. Plans, prepares, and conducts professional learning sessions and participant follow-up with a focus on increased student achievement through data analysis and collaborative problem solving.
 3. Works effectively with administrators, learning strategists, literacy specialists, classroom teachers, and parents/guardians at assigned schools to implement the District's RTI framework.
 4. Collaborates with university and national experts regarding the current research and effective practices that lead to improved student achievement.
 5. Plans, prepares, and facilitates districtwide professional learning on the District's RTI framework with a focus on student achievement in reading, writing, and mathematics. Professional learning may include coaching, workshops, and professional learning communities.
 6. As requested, assists administrators, learning strategists, literacy specialists, and teachers with the understanding and practical applications of RTI.
 7. Collects and produces best practice-based resources and videos.
 8. Provides support for all site-based requests.
 9. Develops and implements online professional learning modules and tools to promote a consistent understanding of RTI.
 10. Develops and coordinates resources for parents/guardians and community stakeholders focusing on RTI.
 11. Provides assistance in the process of districtwide grant writing in support of increased funding to promote student achievement.
 12. Assists in assessing the effectiveness of assigned activities and in planning future projects.
 13. Maintains appropriate documentation of all project activities.
 14. Collaborates with classroom teachers, administrators, and other departments, and national experts to review and update District resources related to RTI.
 15. Performs other duties related to the position, as assigned.
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Position Expectations

1. Possess a working knowledge of and capable of developing an extensive knowledge of the Nevada Academic Content Standards (NVACS).
2. Understanding of universal screeners, progress monitoring, and diagnostic assessments.
3. Possess a basic knowledge of and capable of developing a thorough working knowledge of the District's K-12 curricula.
4. Knowledge of current research on how children learn (numeracy and reading).
5. Effective presentation and workshop facilitation skills.

6. Effective communication, collaboration, and interpersonal skills.
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Position Requirements

Education and Training

1. An earned bachelor's degree from an accredited college or university.
2. Five (5) or more years of elementary or secondary teaching experience.
3. Two (2) or more years of successful implementation or in-depth support of reading/mathematics intervention, prevention, and/or remediation programs in the classroom.
4. Successful experience with providing professional learning in instructional strategies for increased student achievement.

Licenses and Certifications

Must possess or be able to acquire by time of appointment to the position, an elementary or secondary teaching license issued by the Nevada Department of Education (NDE) and have attained Highly-Qualified Teacher Status.

Preferred Qualifications

1. Hold a reading specialist endorsement or mathematics endorsement.
2. Successful experience in leading professional learning for teachers and administrators.
3. Experience with providing professional learning in K-12 prevention/intervention models.
4. Evidence of participation in ongoing professional learning to extend personal knowledge.

When applying for a certificated licensed position, candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.

AA/EOE Statement

This employer does not knowingly discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or national origin.

Job Revision Information

- Revised: 06/07/21
- Created: 11/12/15