



REAVIS HIGH SCHOOL DISTRICT 220 BURBANK, ILLINOIS

VACANCY NOTICE
2023-2024 SCHOOL YEAR

Posting Date: March 22, 2023

Position: Tier II Intervention Coordinator

Reports to: Director of Curriculum

Qualifications: Illinois Professional Education License (PEL)

Job Description: The Tier II Intervention Coordinator establishes and uses best practices related to student academic interventions that will lead to improved student performance in writing, mathematics, and reading as measured by local and standardized assessments. This individual also coordinates Peer Tutoring, Credit Recovery Intersession, and parent engagement activities within the school community.

Essential Duties and Responsibilities:

1. Retrieve and monitor grading data as part of academic intervention planning;
2. Monitor assessment data for identified at-risk students from sources such as the SAT/PSAT;
3. Assist in attendance data retrieval and manipulation for the RTI/MTSS behavior intervention team;
4. Work with the student data specialist to export, manipulate, and monitor student data as part of an RTI behavior and academic intervention plan;
5. Model best practice intervention strategies for teachers and coaches;
6. Place students into and out of the Resource Center based on grading data and/or departmental referral;
7. Intervene with students during Resource Center Homerooms (0.4 FTE);
8. Work with parents and guardians to foster strategies that will support their students' academic and behavioral achievement;
9. Keep accurate records and prepares reports as required, especially as related to Resource Center usage and Resource Center-assigned student performance;
10. Oversee the RHS Peer Tutoring Program;
11. Coordinate Winter and Spring Credit Recovery Intersessions;
12. Facilitate and coordinate parent engagement activities for the district;

Education and/or Experience: Bachelor's Degree/Master's Degree in a Secondary Education Field; Familiarity with PowerSchool or another student information system preferred; Experience in data management using Excel or other spreadsheet manipulation tools.

Communication Skills: Ability to—read, analyze, and interpret data, especially assessment information; write and summarize with clarity; effectively present information and respond to questions from groups and individuals; and, play an active role on MTSS intervention teams and committee work.

Reasoning Ability: Ability to solve practical problems and deal with multiple variables in situations; Ability to interpret a variety of instructions furnished in written, oral, diagram, and/or schedule form.

Other Skills and Abilities: Ability to apply knowledge of current research and theory to the Resource Center instructional program and other duties. Experience in planning and implementing behavioral and/or academic interventions based on school expectations and the needs and abilities of Title I students and students assigned to the Resource Center. Ability to establish and maintain effective relationships with students, peers, and parents.

Interested candidates should submit their online application at www.reavisd220.org.