



**ALMA PUBLIC SCHOOLS
JOB POSTING**

TITLE: Donald L. Pavlik Middle School MTSS Coordinator/Coach

REPORTS TO: Jennifer Huntoon, DLPMS Principal

QUALIFICATIONS:

- Bachelor's degree, and/or advanced degree/training, and/or demonstrated skill and experience in the area of academic, behavioral or family intervention support.
- Demonstrate experience in the improvement of student achievement and classroom management.
- Have working knowledge of best practice in classroom management strategies and be able to make research-based decisions with regard to student behavior modification.

JOB SCOPE:

- Building MTSS Coordinator/Coach shall establish positive working relationships with students, staff and families to support academic and behavioral success at school.
- Be able to set, manage and coordinate multiple priorities, and prepare concise and accurate written communications and reports.

MAJOR DUTIES:

- Collaborate with the building Principal on implementation of MTSS and school wide PBIS.
- Collaborate with the building Principal on progress monitoring the overall success of school-wide behavior expectations, MTSS, and PBIS and tracking fidelity across the building.
- Collaborate with teachers on MTSS and PBIS within classrooms..
- Meet with families, students, and teachers to develop academic improvement plans for struggling students.
- Facilitate Student Study Team processes & subsequent meetings.
- Monitor student discipline data to identify at-risk students and create intervention strategies to prevent behaviors that negatively impact school success.
- Coordinate data collection and create reports for BIT/DIT as requested.
- Effectively utilize our student discipline and behavioral systems to support at-risk student success.
- Other duties as assigned.

COMPENSATION: Alma Public Schools Salary Schedule A

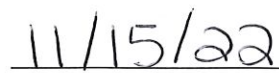
BEGINNING DATE: January 4, 2023

APPLICATION: Interested persons should send materials to Yvonne Neyer, Human Resources Manager, at yneyer@almaschools.net. Please call (989) 466-7526 with any questions.

DATE OF POSTING: November 16, 2022

DEADLINE DATE: December 1, 2022


Stacey Criner, Superintendent


Date

ALMA PUBLIC SCHOOLS IS AN EQUAL OPPORTUNITY EMPLOYER