

**Hernando County School Board
Florida**

FLSA: Exempt, Union

TEACHER – DISTRICT ASSESSMENT

Required Qualifications:

- Bachelor’s Degree from an accredited college or university
- Hold a valid Florida teaching certificate
- Be able to read and interpret test data and federal, state and district mandated testing requirements
- Be able to organize logistics for all school testing and the distribution of results
- Be able to exercise independent judgment, follow directions, and work as a team member
- Be able to organize and conduct training sessions for administrators, students, parents, teachers and support staff
- Be able to judge and evaluate the ability level of new students to assist in placement decisions
- Be able to organize, analyze and interpret test data to teachers, parents and students
- Be sensitive to both clock and calendar deadlines and manage time effectively

Performance Responsibilities:

- Maintain and support strict confidentiality of student records and data
- Work with administrators and other stakeholders to identify student performance measures for use in teacher evaluations for special fields teachers and teachers on special assignment
- Develop and refine the process for developing and refreshing district assessments to be used to monitor student learning and teacher effectiveness
- Support District compliance with state and federal guidance for the development and use of local assessments
- Participate in School Based Leadership Team for assigned school to support school improvement
- Support District participation in assessment consortia to ensure access to a wide variety of assessment items developed by multiple districts
- Work with ESE Department staff to support the development of appropriate and accessible assessments for students with disabilities
- Work with curriculum supervisors to develop and publish assessment protocols for administering district-developed assessments.
- Work with curriculum supervisors to refine the District course catalog and support the development of new assessments as courses are added
- Participate in EMART (Evaluation Manual Review Team) to support district-wide understanding of the use of assessment data for evaluations
- Perform other duties as assigned by the Executive Director of Academic Services and/or designee

Physical Demands:

Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the Executive Director of Academic Services and/or designee

Evaluation:

Annual evaluation done by the Executive Director of Academic Services and/or designee

Terms of Employment:

10-month employment

Salary:

Salary based upon approved salary schedule - Instructional

Job Code:

77112

Board Approved: 06/10/14

Revised: 7/6/2015