

Hernando County School Board Florida

FLSA: Exempt, Non-Union

COORDINATOR OF DATA INFORMED SUPPORTS

Required Qualifications:

- Bachelor's Degree from an accredited institution in an education-related or business field
- Minimum of three (3) years of experience in education
- Training and/or experience in educational program design, evaluative practices, data analysis, school improvement, research, and program management
- Excellent organizational, data collection, data analysis, and interpretation skills
- Advanced level technology skills including word processing, spreadsheets, desktop publishing and presentation software
- Ability to innovatively improve the collection, quality, and utilization of data

Desired Qualifications:

- Master's Degree from an accredited institution in an education-related or business field
- Knowledge of federal, state, and district rules, regulations, and policies as they relate to educational accountability
- Experience leading others in a collaborative process

Performance Responsibilities:

- Collaborate with district and school-level leaders to identify and target professional learning based on a review and analysis of student data
- Develop and tailor professional development strategies based on progress monitoring and real-time classroom data to address identified gaps in student achievement
- Collaborate with the Florida Department of Education to develop, deploy, and monitor a strategic plan to improve student literacy, implement new standards, close achievement gaps, and improve math and civics literacy
- Work with stakeholders to review and share data to improve student learning and outcomes
- Use progress monitoring data to determine appropriate instructional interventions in grades PK-12
- Assist with the identification of measurable objectives that address educational programs
- Provide data and consult with individual schools for the purpose of studying program effectiveness
- Conduct in-service training and provide technical assistance on needs assessment and data analysis for district and school administrators, instructional coaches, and teachers through targeted, effective professional learning opportunities to include, but not limited to: literacy; evidence-based practices and establishing a positive, reading-rich environment; the use of assessment/progress monitoring to inform instruction and appropriate interventions; math skills

with a focus on procedural fluency and conceptual understanding; building a positive school culture and climate; how to analyze and interpret various sources of school, district, and state level data, and an emphasis on students developing independence and self-confidence.

- Arrange, analyze, and present data to help schools understand student learning outcomes; assist schools in determining patterns of student success or lack thereof over time; report disaggregated data; assist schools with identifying critical indicators when reviewing isolated and high-level data; provide schools with progress monitoring guidance and support at timely and regular intervals; provide teachers, school and district leaders with hands-on training to enhance their knowledge, skills, and ability to access and understand the benefits and limitations of data; provide educators and administrators with opportunities to identify high-leverage strategies that will result in instructional improvement in schools via peer-to-peer collaboration
- Understand state and federal accountability systems and how schools are impacted
- Work collaboratively to organize and summarize performance data in a clear and concise manner for the School Board, school-based administrators, parents, teachers, and the community
- Ensure compliance with School Board rules and applicable state and federal laws
- Perform other duties as assigned by the Assistant Superintendent of Teaching and Learning 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 Assistant Superintendent of Teaching and Learning and/or designee

Evaluation:

Annual evaluation done by the Assistant Superintendent of Teaching and Learning and/or designee

Terms of Employment:

- 12 month employment
- This position is grant funded

Salary:

Salary based upon approved salary schedule - Professional/Technical/Supervisory Category F

Job Code:

63039

Board Approved: 01/12/2021