

Recovery School District Job Description

Job Title: Rtl/Appraisal Representative

Report to: Response to Intervention/Appraisal Coordinator

Job Responsibilities:

1. Assists with the development and implementation of the RSD appraisal program.
2. Assists with the general supervision and training of the appraisal staff.
3. Assists with maintaining compliance and time-lines for initial evaluations and re-evaluations.
4. Assists with the implementation of district policies and procedures related to the response to intervention (Rtl) three tier model as an alternative method to identifying students in need of special education service.
5. Works with curriculum and instruction to facilitate implementation of the Rtl model as a means of providing early intervention to all children at risk for school failure.
6. Assists with providing professional development activities for school staff to facilitate implementation of Rtl.
7. Collaborates with school teams as needed to integrate research-based interventions for academically and/or behaviorally at-risk students unresponsive to classroom instruction so they can receive more intensive instruction through a multi-tiered intervention system, either inside or outside the classroom.
8. Works with curriculum and instruction and accountability to implement Rtl assessment system, i.e., progress monitoring.
9. Assists in the use and distribution of progress monitoring data to determine whether there is a need to change curricula, materials, or instructional procedures, and with compiling and analyzing data related to student outcomes, as well as federal and state monitoring documentation.
10. Assists school sites in the development and implementation of the three tier model of interventions, provision of instructional programs and interventions based on progress monitoring results.
11. Assists with providing assessment components in evaluations as needed.
12. Collaborates with appraisal staff to ensure that evaluation services are in compliance with federal and state regulations and integrally linked with the three tier model of instruction and interventions.
13. Performs other duties as required.

Minimum Qualification:

1. Certified school psychologist, educational diagnostician or Licensed Social Worker with a minimum of five (5) years of experience working in Appraisal Services in a local school system. Knowledge of Response to Intervention Practices and School Wide Positive Behavioral Support systems.
2. Master's degree or supervisory experience preferred.

Knowledge, Skills and Abilities:

Knowledge of:

1. Appraisal assessment instruments, three tier model, problem solving approach, interventions.
2. Teaching and facilitation skills.
3. Louisiana appraisal and evaluation policy and procedures.

