

Job Title: Learning Loss Coordinator

FLSA Exemption Status: Exempt

Term: 200 days

Minimum Qualifications:

1. Valid Tennessee Teaching License with an endorsement(s) in:
2. Elementary, Middle or, Secondary depending on placement
3. Meets health and physical requirements.
4. Preferred - valid TN administrator license or enrollment in an administrator preparation program

Job Objectives/Goals:

To provide academic assistance to schools in ELA and/or Math

Responsibilities and Essential Functions:

1. Become familiar with the RTI flow chart, district and school expectations, and intervention materials to assist with monthly data meetings;
2. Support RTI by assisting with scheduling and data collection, and train EA's in the methodology of high dosage tutoring and RTI expectations and materials;
3. Collect and track data for high dosage tutoring as well as before and after school tutoring opportunities for ESSER compliance;
4. District Literacy Implementation - Attend the TDOE Early Reading Training (for elementary applicants), attend Literacy Implementation Network Meetings, and support those initiatives in your building by participating in literacy walks, as well as serving as a liaison with the district literacy coach;
5. Guide grade level teams for district wide grade level planning sessions for literacy to implement the Wonders Curriculum and the Tennessee Foundational Skills Curriculum (Elementary) and Pearson Curriculum **(Middle)**. **This will include collecting and tracking school literacy data for the Literacy Implementation Network;**
6. Support effective use of Curriculum Associates iReady Math components and data tracking;
7. Become Project COACH certified and conduct teacher evaluations;
8. Assist with Professional Development;
9. Assist with Family and Community Engagement; and
10. Other additional duties deemed to be necessary by school administrator(s) and/or supervisors.

Skills and Abilities Required:

Skills and Specific capacities and abilities may be required of an individual in order to adequately learn or perform a task or job duty.

1. **Intelligence:** The ability to understand instructions and underlying principles. Ability to reason and make judgments.
2. **Verbal:** Ability to understand meanings of words and the ideas associated with them.
3. **Numerical:** Ability to perform arithmetic operations quickly and accurately.
4. **Form Perception:** To make visual comparisons and discrimination and see slight differences in shapes and shadings of figures and widths and lengths of lines.
5. **Color Discrimination:** The ability to perceive or recognize similarities or differences in colors or shades or other values of the same color.

Physical Demands:

This job may require lifting of objects that exceed twenty-five (25) pounds, with frequent lifting and/or carrying objects weighing up to ten (10) pounds. Other physical demands that may be required are as follows:

1. Pushing and/or pulling
2. Climbing
3. Stooping, crawling and/or kneeling
4. Reaching
5. Talking
6. Hearing
7. Seeing

Reports To: Building Principal

Disclaimer: The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees in this job.

