



Amana Academy is seeking crew members with a sense of adventure and curiosity to work in a diverse, supportive and collaborative environment. Established in 2005, our demonstrated track record of empowering students to do more than they think possible has resulted in Amana being among the most well-regarded public charter schools in the state of Georgia.

We use the Harvard-based [EL Education](#) model as the foundation for our cross-curricular STEM program powered by design thinking. EL provides a holistic framework for measuring student success, placing as much emphasis on character development and quality craftsmanship as it does on academic achievement.

Our flagship campus is located in Alpharetta and is authorized by Fulton County Schools and the Georgia Department of Education. It is open to students in grades K-8 who reside in the Fulton County Schools district. Our new West Atlanta campus, which opened August 2022, is located in Mableton and is authorized by the State Charter Schools Commission. In its 2nd year it will serve students in grades K-4 residing in the state of Georgia. Both campuses are tuition free.

**AMANA ACADEMY, INC.
JOB DESCRIPTION**

Job Location: West Atlanta Campus
Job Title: MTSS Coordinator
Department: Academics
Reports To: Principal or Appointed Designee
Status: Full Time, Exempt
Work Schedule: 190 Days
Start Date: TBD

DOING WORK THAT MATTERS

The MTSS Coordinator works in an instructional support capacity to provide professional learning, technical guidance and best practice resources and materials in the area of Multi-Tiered System of Support and Response to Intervention (RTI) ; Serves as the primary intervention specialist and school contact for RTI and SST(Student Support Team), as well as functions as the school liaison between General Education, Psychological Services and Special Education for compliance and due process issues related to students suspected of having impairments or disabilities under IDEA.

HOW YOU WILL EMPOWER STUDENTS TO GO BEYOND

- Utilizes understanding of how to select and analyze data related to individual students, groups of students and classrooms to positively impact achievement and behavior
- Provides training and support on effective use of school-based intervention teams, including collaboration, communication, and cohesion across various team members (administrators, teachers, counselors)
- Provides training and ongoing support for data systems that provide critical student achievement data and information
- Meets with teachers individually or in grade-level teams to help interpret data, determine intervention efficacy, and plan next steps of support
- Models and assists teachers in the use of data to place students in intervention groups and define focus of instruction for each group
- Plans, schedules, and leads RTI and Student Support Team (SST) meetings in coordination with the principal, support staff, parents, and instructional staff

- Assists with the monitoring of Reading and Math instruction to ensure the use of sound teaching practices consisting of evidence-based instructional practices which are implemented with fidelity
- Provides training and support related to RTI software tools (universal screener, progress monitoring, system data tools)
- Works collaboratively with student support team to facilitate eligibility for special education when needed
- Ensures that the MTSS adheres to legal requirements in order to protect the legal integrity of the system and students
- Plans and delivers ongoing staff development for teachers and paraprofessionals with respect to MTSS
- Maintains records and ensures compliance with federal, state and local guidelines and reporting requirements

ADDITIONAL RESPONSIBILITIES

- Supports Instructional staff engagement in professional development including oneself
- Demonstrate advanced proficiency with various computer-based software (SIS, Google Products & Services, Graphing tools, Data dashboards)
- Performs other duties as assigned by the appropriate administrator

WHAT YOU NEED TO SUCCEED

- Education: Master's degree in education, School counseling, or Psychology required
- Certification/Licensure: Valid Georgia Teaching Certification for area of specialization required
- Experience: Minimum 5 years of experience as a teacher, school counselor or school psychologist required; Advanced Training and/or minimum 2 years of experience implementing Response to Intervention or Multi-Tiered Systems of Support and programs or Minimum 2 years as a school based RTI/SST/MTSS Chair required
- Knowledge/Skills/Abilities:
 - Proven communication , collaborative, and instructional strategies
 - Classroom management skills
 - Excellent communication skills both orally and in writing
 - Excellent organizational skills

HOW YOU WILL GO BEYOND

- **Working Conditions for Amana's West Atlanta campus:**
 - Amana West is located on Girl Scout property at Camp Timber Ridge on 270 beautiful acres of land in Mableton, GA.
 - Classes will be held inside pod-like modular buildings separated by grade.
 - All specials are located in separate buildings that require a 5-15 min walk through the woods.
 - School will at times operate in an outdoor setting in a variety of weather conditions.
 - Staff must be comfortable teaching and leading students in both an indoor and outdoor setting.
 - Staff must possess and demonstrate an innate comfort with flexibility and being able to adapt to new circumstances.
- Physical Demands:
 - Ability to lift and carry 30-50 pounds with assistance
 - Ability to push or pull a maximum of 50 pounds
 - May require stooping or crouching

APPLICATION INSTRUCTIONS - IMPORTANT: Please follow this format for efficient consideration.

1. Email jobs@amanaacademy.org Be sure to put your LAST NAME and TEACHING POSITION you are applying for in the Subject line, e.g., "Smith Elementary Classroom Teacher"
2. In the cover letter, indicate how your past experiences connect with EL Education principles (eleducation.org) and the Amana vision, mission and guiding principles (<https://amanaacademy.org/about/vision-mission/>).
3. Attach your current resume.

Amana Academy is an equal opportunity employer. Amana Academy does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law.