

Wauconda Community Unit School District #118

TITLE:	DIRECTOR OF MTSS (Multi-tiered Systems of Supports)
QUALIFICATIONS:	Master's Degree Professional Educator License with General Administrative and/or Principal Endorsement Holds Teacher Evaluator Designation Minimum of 5 years teaching experience, with at least 2 years in a leadership/coaching role specifically related to RTI, PBIS, or MTSS desired.
REPORTS TO:	Assistant Superintendent of Curriculum & Instruction and the Assistant Superintendent of Special Services
CONTRACT:	11 Months
SALARY:	Merit
JOB DESCRIPTION:	The Director of MTSS will lead the collaborative design, implementation, and scaling of a three-tier academic, social-emotional, and behavioral district-wide framework that supports the "whole child." They will generate standardized protocols for data-based decision-making, evidence-based interventions, and universal screening across all 6 D118 schools.

Primary Responsibilities:

1. System Design & Vision

- Audit the current MTSS system and design a comprehensive K-12 MTSS manual outlining Tier 1 (Universal), Tier 2 (Targeted), and Tier 3 (Intensive) expectations.
- Create district-wide "Entrance and Exit" criteria for interventions across different schools.
- Ensure academic pillars (consistent alignment with standards, research based instructional strategies, and high-functioning PLTs) along with SEL and behavioral supports are woven into the core instructional day.

2. Data Leadership & Evaluation

- Oversee the selection and implementation of universal screening tools for academics (e.g., MAP, iReady) and behavioral/SEL health.
- Work to develop data dashboards that allow teachers and administrators to see a view of student progress in real-time.

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- Establish requirements for how often data must be collected and reviewed by campus-based MTSS teams.

3. Capacity Building & Coaching

- Design and deliver training for principals, assistant principals, interventionists, instructional coaches, and teachers on differentiated instruction and the "Problem Solving" model.
- Facilitate the District MTSS Leadership Team and provide coaching to school-based "Student Success" teams.
- Conduct an inventory of current district interventions to ensure they are evidence-based and aligned with student needs.
- Serve as the primary administrator for Alternative Learning Opportunities Program (ALOP) funding; oversee the strategic allocation of funds to ensure all expenditures align with state mandates and are used exclusively to provide non-traditional supports, interventions, and accelerated learning opportunities for at-risk student populations.

4. Additional Duties

- Provide weekly administrative support to Robert Crown School as determined.
- Other duties as assigned.