

TITLE: TEACHER/EVALUATOR

- QUALIFICATIONS:**
1. California teaching credential
 2. Two years experience in evaluation of specially funded programs
 3. Ability to work diplomatically and successfully with school staffs
 4. Aptitude for statistical work
 5. Ability to Prepare and present statistical reports
 6. Ability to provide inservice training

FUNCTION: To coordinate assigned district and specially funded evaluation services; to coordinate district language proficiency assessment; to design and prepare statistical reports

REPORTS TO: Director I – Research and Evaluation

RESPONSIBILITY:

1. To prepare district, state and federal statistical reports
2. To identify students deficient in minimum proficiencies
3. To consult with departments and school sites in regards to assigned evaluation tasks
4. To consult schools in development, administration, scoring, reporting and interpreting criterion referenced tests, which are performance based or multiple choice
5. To create custom reports on information from single and multiple data bases including quantitative and graphic information
6. To consult schools and district office in development administration, scoring, reporting and interpreting of "benchmark" tests intended to monitor curriculum implementation
7. To maintain data file for monitoring sustained effects of instruction
8. Comply with constitutional and other mandated reporting requirements

AUTHORITY:

1. To collect and prepare statistical reports
2. To analyze data to identify students meeting minimum proficiency standards
3. To consult schools and departments on evaluation tasks
4. To consult schools and departments on evaluation tasks
5. To compile and prepare statistical reports in table and graph formats
6. To consult schools and departments on tests and evaluation tasks
7. To compile and analyze data showing effects of instruction
8. To compile custom reports for public distribution

TERMS OF EMPLOYMENT: Salary and work year to be according to current schedule; teacher salary schedule

EVALUATION: Performance of this job will be evaluated in accordance with the District's "Improvement of Professional Services" handbook, Board Policies and

Procedures and consistent with collective bargaining agreements when applicable

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