

# SCHOOL DISTRICT OF BRADFORD COUNTY

## JOB DESCRIPTION

### ESSER DATA-INFORMED SUPPORTS DATA SCIENTIST COORDINATOR FOR K-12 DATA INFORMED SUPPORTS-GRANTS ONLY

#### QUALIFICATIONS:

1. Master's degree from an accredited educational institution
2. Certification in Educational Leadership, School Principal or Professional School Principal
3. Three (3) years of successful teaching and two (2) years administrative or supervision
4. Previous grant management and writing experience preferred.
5. Satisfactory criminal background check and drug screenings.

#### KNOWLEDGE, SKILLS, AND ABILITIES:

**SKILLS:** Specific skill-based competencies required to satisfactorily perform the functions of the job include: planning and managing projects, operating standard office equipment; preparing and maintaining accurate records; utilizing pertinent software applications.

**KNOWLEDGE:** is required to perform advanced math; review and interpret highly technical information, write technical reports, and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: district progress monitoring reporting in School City, STAR Reading, STAR Early Literacy, iReady Reading and Math, and STAR Math.

**ABILITY:** is required to schedule activities and/or meetings; often gather, collate, and/or classify data; and use basic, job-related equipment. Flexibility is required to work with others in a wide variety of circumstances; analyze data utilizing defined but different processes; and operate equipment using defined methods. Ability is also required to work with a diversity of individuals and/or groups; work with data of varied types and/or purposes; and utilize specific, job-related equipment. Problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is limited. Specific ability-based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with groups and individuals from diverse cultural and/or educational backgrounds; meeting deadlines and schedules; working independently under time constraints; setting priorities while performing with minimal direct day-to-day supervision; working with detailed information/data; organizing and communicating information and concepts.

#### REPORTS TO:

Assistant Superintendent for Curriculum and Instruction

#### JOB GOAL:

The Data Scientist Coordinator is a temporary position funded solely through a CARES/ESSER subgrant to cover the Spring 2021 and Fall 2021 time period. The purpose of this program is to provide resources for using data to improve schools and student outcomes. School Districts across Florida are generating an unprecedented amount of data through progress monitoring tools, student support services, school improvement, and innovated instructional models during this pandemic. Therefore, this funding is aimed to leverage this data for making data-driven decisions during this extraordinary time.

**SUPERVISES:** None

**PERFORMANCE RESPONSIBILITIES:**

**Service Delivery:**

- The LEA will assure that the data scientist will regularly collaborate with the school district and school-level coaches, leaders and teachers to effectively utilize student progress monitoring data to identify students with significant academic needs and identify appropriate instructional interventions.
- Target Effective Professional Learning Needs to Support Teachers and Leaders:
- The LEA will assure that the data scientist position collaborates with district and school-level leaders to identify and target professional learning based on a review and analysis of student data. The data scientist will help develop and tailor professional development strategies based on progress monitoring and real-time classroom data to address identified gaps in student achievement. The data scientist will assist in the development of ongoing professional learning opportunities for school and district staff. Trainings will include a focus on closing the achievement gap based on progress monitoring and real-time classroom data. Professional learning may include but is not limited to: literacy, evidence-based practices and establishing a positive, reading-rich environment; the use of assessment/progress monitoring to inform instruction and appropriate interventions; math skills with a focus on procedural fluency and conceptual understanding; building a positive school culture and climate; how to analyze and interpret various sources of school, district and state level data; and an emphasis on students developing independence and self-confidence. The data scientist will facilitate professional development for adults and must motivate others to perform at high professional standards.
- Collaborate with the Florida Department of Education:
- The LEA will assure that the data scientist collaborates with the Florida Department of Education (FDOE). The collaboration must focus on FDOE's priorities including a strategic emphasis to improve student literacy, implement the new B.E.S.T. Standards, mathematics, closing achievement gaps between student subgroups and civics literacy. The data scientist will collaborate with the Regional Executive Directors (REDs) from the Bureau of School Improvement, Regional Literacy Directors (RLDs) from the Office of Just Read, Florida!, mathematics content specialists from the Bureau of Standards and Instructional Support (BSIS), the professional development team from the Bureau of Recruitment, Development and Retention (BERDR), the Division of Accountability, Research, and Measurement (ARM) and the Division of Technology and Innovation. The data scientist will attend and may co-facilitate trainings, meetings, and other various activities from the Florida Department of Education as deemed necessary.
- Promote the Analysis and Use of Data to Improve Student Learning and Outcomes:
- The data scientist will review and share data in compelling and accessible ways to assist teachers, coaches, school and district leaders to improve instructional practices. Data scientists will complete the following tasks to ensure higher levels of professional learning:
  1. Arrange, analyze and present data to help schools truly understand student learning outcomes;
  2. Assist schools in determining patterns of student success and lack thereof over time;
  3. Report disaggregated data;
  4. Assist schools with identifying critical indicators when reviewing isolated and high-level data;

5. Provide schools with progress monitoring guidance and support at timely and regular intervals;
6. Provide school and district administrators opportunities to make improved data-driven decisions to support student learning and address achievement and gaps;
7. Review data to assist schools in closing achievement gaps between student subgroups;
8. Understand various state data sources including School Improvement Data, etc.;
9. Provide teachers, school and district leaders with hands-on training to enhance their knowledge, skills and ability to access and understand the benefits and limitations of data; and
10. Provide educators and administrators with opportunities to identify high-leverage strategies that will result in instructional improvement in schools via peer-to-peer collaboration.

**PHYSICAL REQUIREMENTS:**

Light work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the district's approved compensation plan. Length of the work year and hours of employment shall be those established by the district.

**EVALUATION:**

Performance of this job will be evaluated in accordance with the Board's policy on evaluation of personnel.