

PSP Job Description 2018-2019

Overview

Professional service providers (PSPs) are experienced, quality educators who provide technical assistance and support to districts with campuses identified as Improvement Required in the Texas Accountability System or for Comprehensive support under the Federal Every Student Succeeds Act (ESSA). PSPs are an extension of the Texas Education Agency (TEA) and ensure that district and school leaders are engaging in interventions that improve campus performance and create the district conditions needed to sustain this improvement.

Qualifications

- Master Degree in Education or related field (required)
- Doctorate Degree in Education or related field (preferred)
- Current administrative certificate (preferred)
- Leadership coaching certification (preferred)

Experience

- Experience as a campus, central office administrator, or teacher leader
- Experience with state and federal accountability systems
- Experience in conducting needs assessment, including data and root cause analyses
- Success in designing and implementing research-based programs to address school improvement needs
- Experience providing professional development to experienced educators
- Successful school turnaround experience as a campus administrator (preferred)

Special Knowledge & Skills

- Knowledge of federal and state school improvement requirements including, but not limited to ESSA, the Texas State Accountability System, and Texas Title 1 Priority Schools (TTIPS)
- Knowledge of the principles of school turnaround, turnaround leadership, and current educational research in school improvement, and the ability to quickly apply them, as appropriate, at the district/campus level
- Ability to accurately analyze data and assess systems to identify root causes of low performance
- Knowledge of systematic planning practices, program evaluation, and district operations
- Oral communication skills that engage district/campus leadership in reflective dialogue
- Coaching skills that demonstrate active listening, reflective questioning, and full engagement
- Understanding of district perspectives of organizational structure, communication, and collaboration across work groups to support and leverage for campus success
- Ability to work in a fast-paced, team-focused environment with multiple groups
- Ability to influence stakeholders in a results-oriented way so campus, district leadership, and ESC personnel collaborate to ensure successful outcomes that meet or exceed state requirements
- Ability to manage multiple projects and meet deadlines
- Technical writing skills that capture evidence in a clear, concise, and objective manner

Responsibilities

- Ensures that campus is engaging in interventions: developing a plan and implementing the plan with fidelity
- Adheres to the Code of Ethics and Standard Practices for Texas Educators and the PSP Network guidelines
- Exemplifies the trustworthiness and integrity necessary to lead adults and model core values regarding confidentiality, punctuality, work focus, and quality of product
- Serves as a liaison between the Statewide Support Partners, Texas Education Agency (TEA), local education service center (ESC), and the District Coordinator of School Improvement (DCSI)
- Serve as a member of the campus intervention team (CIT) (TAC §97.1063, Campus Intervention Team)
- Ensures effective implementation of the school improvement process and works with DCSI on required interventions and submissions.
- Assists the campus with TTIPS grant requirements, when applicable
- Works with district and campus staff to ensure their understanding of the current accountability system
- Maintains a positive problem-solving attitude and acts as a positive change agent
- Seeks out and is responsible for personal, ongoing professional learning and attends all required trainings outlined in the PSP Network Handbook