

An Equal Opportunity / Affirmative Action Employer
PROFESSIONAL EMPLOYMENT OPPORTUNITY

- DATE OF POSTING:** March 16, 2023
- POSITION:** Attendance Improvement Specialist
- ASSIGNMENT:** Troy Middle School
- REQUIREMENT:** NYS Certification as a Teacher or Teaching Assistant
- RESPONSIBILITIES:**
- Collect and analyze student attendance data trends weekly to identify students in need of additional support
 - Provide tiered levels of intervention to improve student attendance as needed
 - Work closely with families to understand barriers to daily attendance
 - Collaborate across schools to remove identified barriers to daily attendance
 - Conduct home visits to build strong positive relationships with families
 - Work with students in crisis to connect them with school-based supports, community resources and agencies
 - Coordinate transportation for tardy and truant students to school
 - Attend district-wide attendance committee meetings
 - Serve on summer building and district committees
- EFFECTIVE DATE:** April 2023
- SALARY:** Salary Range \$40,000 - \$50,000
- CLOSING DATE:** March 30, 2023

Please submit an instructional application and resume, including a list of four (4) references via email to: humanresources@troycsd.org or send to

Troy City School District
Human Resources
475 First Street
Troy, NY 12180

In accordance with the SAVE Legislation, fingerprint supported criminal background checks required for selected applicants.

The Troy City School District does not discriminate on the basis of age, race, color, national origin, sex, disability or marital status in employment or any of the educational programs and activities that it offers or operates. We seek and encourage an ethnically and culturally diverse pool of candidates to seek employment with the District when job openings occur.