

**District Teacher Consultant**

*Certified Position - 0230*

<u>Salary</u> Basal salary + Extended Employment	<u>Days</u> TBD	<u>Reports to:</u> Assistant Superintendent of Instruction
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**SCOPE OF RESPONSIBILITIES**

- Provides leadership to coordination of a project, program or activity having an overall impact on the district and requiring a variety of standard practices and procedures

**PERFORMANCE RESPONSIBILITIES / ESSENTIAL FUNCTIONS**

1. Provides leadership to coordination of a project, program or activity
2. Develops, establishes or administers project, program or activity
3. Serves as liaison with other units, departments or outside agencies as required
4. Makes recommendations regarding implementation of project, program or activity and evaluates effectiveness as assigned
5. Maintains communication and works closely with district staff, local school staff and the community regarding information, developments and implementation of project, program or activity
6. Prepares and/or assists in preparation or reports, records and other documentation as required
7. Accumulates and researches data, documents and other pertinent information as required
8. Assures compliance with federal, state and district policy, administrative procedures and negotiated agreements as applicable to assignment
9. Prepares, delivers or assists with training opportunities as appropriate
10. Maintains regular and predictable attendance
11. Adheres to the professional code of ethics
12. Successfully utilizes technology as appropriate in job function
13. Performs other duties as assigned by supervisor

**MINIMUM QUALIFICATIONS**

1. Bachelor's Degree
2. Three (3) years successful experience in area of assignment
3. Successful leadership experience
4. Supervisor of Instruction or Consultant Certificate

**DESIRABLE QUALIFICATIONS**

1. Bachelor's Degree or higher
2. Kentucky Professional Certification in Administration and/or Supervision