

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

6/85	<u>TEACHER, MEDIA SPECIALIST, LEAD, HIGH SCHOOL</u>	1.8.7.1
Effective Date	Job Title	Index

1. Primary Function: Organizes and directs the library media program in a high school so that it achieves school and District goals.
2. Responsible to: Building Principal or Designee.
3. Assigned Responsibilities in Addition to Those Contained in Teacher, Library Media Job Description:
 - 3.01 Coordinates the activities of other teacher, media specialists in the school.
 - 3.02 Insures that the media program is consistent horizontally and vertically with the articulated 1-12 District program.
 - 3.03 Resolves conflict situations with students, parents, teachers, and others.
 - 3.04 Allocates resources to meet District and building goals.
 - 3.05 Integrates media curriculum into the total school program.
 - Additional Responsibilities:
 - 3.06
 - 3.07
 - 3.08
4. Minimum Qualifications:
 - 4.01 Entry level:
 - 4.01.01 Minimum:
 - 4.01.01.01 Oregon Basic Educational Media Endorsement; or
 - 4.01.01.02 Oregon Five Year Elementary or Five Year Secondary Certificate plus sufficient approved coursework to qualify for the Standard Educational Media Endorsement.
 - 4.01.02 Preference will be given to a candidate with experience in classroom teaching and library skills instruction, knowledge of children's and/or young adult literature, training in library applications of computers, and demonstrated competence in curriculum applications of printed, audiovisual, and electronic forms of educational media materials and equipment.
 - 4.02 Three years of experience as a media specialist.
5. Minimum Term of Employment: Teacher contract.
6. Salary Level: Differential schedule.
7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the School Board's policy on Evaluation of Professional Personnel.

Approved by: _____
(supervisor)

Date _____

Received by: _____
(staff member)

Date _____