

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

| | | |
|----------------|---|------------|
| 7/92 | <u>SCHOOL IMPROVEMENT TEACHER LEADER</u> (High School) | 1.8.8.1.3A |
| Effective Date | Job Title | Index |

11. Primary Function: To coordinate and facilitate change activities within the school building and participate in area and district as appropriate. This individual works closely with the school staff and LSAC as well as building and district leadership to develop a comprehensive program for school improvement. This position is directly involved in providing leadership for restructuring activities within the school.

2. Responsible to: Principal

3. Assigned Responsibilities:
 - 3.01 Supports and plans for implementation of the building school improvement program.
 - 3.02 Coordinates the development of the school improvement profile and monitors the progress of the school improvement implementation.
 - 3.03 Leads groups of staff through a series of discussions and other experiences to reach agreement on school goals, mission, vision, and implementation.
 - 3.04 Provides active support to the restructuring of leadership roles and works to empower teachers as leaders.
 - 3.05 Fosters and encourages team building among the staff and community.
 - 3.06 Helps implement shared decision making at the school.
 - 3.07 Serves as liaison with other high school and area improvement efforts and creates or maintains networks with other restructuring efforts throughout the state and nation.
 - 3.08 Coordinates with the District's Strategic Planning Advisory Committee, the Community Relations Advisory Committee, and other Districtwide groups working on Salem-Keizer Schools strategic improvement efforts.
 - 3.09 Disseminates information on effective research about instruction, curriculum, and assessment practices which leads to student success and is able to disseminate that information to staff.
 - 3.10 Demonstrates effective group process and problem solving skills.
 - 3.11 Develops strategic plans and action plans for school improvement.
 - 3.12 Identifies, gathers, and interprets data which facilitates decision making at the school.
 - 3.13 Establishes priorities to make the most effective use of resources.
 - 3.14 Serves as active participant of the school improvement process.
 - 3.15 Facilitates articulation with middle and elementary feeder schools.
 - 3.16 Understands House Bill 3565, Oregon's Educational Act for the 21st Century, and disseminates current information about its implementation.
 - 3.17 Participates in team building, group processes, and strategic planning inservices/workshops.

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Additional Responsibilities:

- 3.18
- 3.19
- 3.20

4. Minimum Qualifications:

- 4.01 Valid Oregon teaching certificate.
- 4.02 On local school staff.

Additional Qualifications:

- 4.03
- 4.04
- 4.05

5. Minimum Term of Employment: Teacher contract/annual appointment.

6. Salary Level: Placement on Teacher Salary Schedule plus High School Department Coordinator differential.

7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Approved by: _____

Date _____

Received by: _____

Date _____