



JOB TITLE	DEPARTMENT	REPORTS TO
Coordinator of School Renewal	Office of Teaching and Learning	Chief Academic Officer

Position No: 63076	Length of Work Year: 12 Months
Salary Schedule: AD11	Date Approved: 8/8/17
FSLA: Exempt	Date Revised:

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> 1. Master's Degree or higher. 2. Successful experience in an instructional leadership position directing school renewal activities. 3. Demonstrated knowledge of learning theory, program planning, curriculum development, data analysis and management of instructional programs. 4. Three (3) years successful experience as a teacher, turn-around school experience preferred. 5. Ability to perform the functions of the position.
DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 1. To collaborate with the District Leadership Team to coordinate support to the Differentiated Accountability (DA) schools based on data driven needs and coordinate the schedules and priorities of the School Renewal Team. 2. To assist Title I schools (current or recent Differentiated Accountability status), with a review of program effectiveness in improving student performance and desired outcomes as described in the School Improvement Plan (SIP). 3. To assist the Chief Academic Officer in the planning, coordination, and evaluation of applicable federal grants, such as School Improvement Grants for DA schools, to ensure consistency with applicable laws, rules, and regulations and monitor progress toward stated goals and targets. 4. To create data reports for schools in DA status and complete FLDOE reporting in accordance with FLDOE guidelines 5. To assist with the planning and implementation of SIP activities in Title I schools. 6. To assist in interpreting the federal programs to the parents, school, personnel, and the community at large and coordinate the Community Assessment Teams at identified school sites. 7. To collaborate with the Professional Development Department in the development and implementation of professional development programs that support the needs of identified Differentiated Accountability school staff and students. 8. To collaborate with the Curriculum Department in the development and implementation of resources that support the needs of identified Differentiated Accountability school staff and students. 9. To represent the school system at appropriate conferences and staff development activities as they relate to the job. 10. To perform all tasks in a timely and efficient manner. 11. To assist in guiding Title I schools in analyzing and interpreting performance data to make decisions. 12. To supervise and conduct personnel appraisals of Instructional Partners in conjunction with the Chief Academic Officer.

13. To perform other tasks and assume other responsibilities as the Chief Academic Officer may assign.

PHYSICAL DEMAND CLASS:

Light (L) - Frequent lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-35 pounds. Frequent walking and/or standing is required to carry out duties.