



<b>JOB TITLE</b>	<b>DEPARTMENT</b>	<b>REPORTS TO</b>
Director of Social and Emotional Learning – Grant Funded	Curriculum	Chief Academic Officer

<b>Position No:</b> 61005	<b>Length of Work Year:</b> 12 Months
<b>Salary Schedule:</b> AD13	<b>Date Approved:</b> 7/10/18
<b>FSLA:</b> Exempt	<b>Date Revised:</b> 10/23/20; 6/22/21

<b>JOB GOAL</b>
To work collaboratively with educators and administrators to utilize evidence-based strategies to support a coordinated and effective school climate, classroom management, social and emotional learning, restorative practices and behavioral intervention processes at schools within the district. To assist schools with the development of an infrastructure to support Positive Behavior Interventions and Supports. To supervise staff charged with training and implementation of the social and emotional curriculum throughout the district.

<b>MINIMUM QUALIFICATIONS</b>
<ol style="list-style-type: none"> <li>1. Master’s Degree or higher.</li> <li>2. Certification in Administration and Supervision or Educational Leadership preferred.</li> <li>3. Minimum of five (5) years of teaching experience.</li> <li>4. Ability to perform the functions of the position.</li> </ol>

<b>KNOWLEDGE, SKILLS, AND ABILITIES</b>
<ol style="list-style-type: none"> <li>1. Knowledge and expertise in the understanding of how social and emotional behavior affects the full development of children.</li> <li>2. Ability to supervise staff.</li> <li>3. Ability to understand the importance of implementation of programs with fidelity.</li> <li>4. Ability to work collaboratively with others.</li> </ol>

<b>DUTIES AND RESPONSIBILITIES</b>
<ol style="list-style-type: none"> <li>1. Plan, coordinate, and evaluate specific curricula related to the social and emotional growth of children.</li> <li>2. Develop an implementation plan for social and emotional curriculum in the master schedule at each school.</li> <li>3. Collaborate with the Professional Development staff to establish training opportunities for social and emotional learning at each school.</li> <li>4. Develop and deliver appropriate professional development to address social and emotional learning for all schools within the district.</li> <li>5. Assist with the supervision of the Social and Emotional Learning Specialists and monitor the activities and training presented.</li> <li>6. Collaborate with Directors and staff from other departments to develop and deliver appropriate social and emotional learning for all children.</li> <li>7. Integrate social and emotional learning and appropriate behavioral intervention programs and strategies in all schools.</li> <li>8. Align social and emotional learning presentations to the existing framework for teaching and learning and Florida Standards and integrate PBIS priorities and expectations within all professional development.</li> </ol>

9. Conduct on-site visits with the Social and Emotional Learning Specialists to assess the climate and culture of schools and provide recommendations and additional support to the school administrators and teachers in the implementation of social and emotional curriculum.
10. Provide support and training for effective classroom management strategies such as CHAMPS.
11. Assist schools in the development of a multi-tiered system of supports to address the social and emotional needs of all children.
12. Collaborate with staff to incorporate social and emotional learning into existing initiatives of Suicide Prevention, Bullying Prevention, Youth Mental Health First Aid, awareness activities for LGBTQ+ youth and specific social skills strategies and programs.
13. Evaluate the effectiveness of the professional development for social and emotional learning and its impact on student outcomes such as attendance, office discipline referrals, suspensions, etc.
14. Support schools in the development of single school culture and assist in monitoring the efficacy of implementation.
15. Collaborate with community agencies and partners to identify appropriate resources to address social and emotional needs of students.
16. Model individualized, classroom-based coaching to support teachers and administrators in implementing best practices to promote social and emotional learning, assist in the establishment of supportive learning environments, and in the development of supportive classroom management practices.
17. Perform assigned tasks in a timely and efficient manner.
18. Perform assigned tasks with a high standard of quality.
19. Perform other duties as assigned by the supervisor.

**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.