

JOB TITLE
EDUCATIONAL RECOVERY
LEADER

DIVISION
ADMINISTRATION

REPORTS TO
EDUCATIONAL RECOVERY
DIRECTOR/SUPERINTENDENT

SALARY SCHEDULE & GRADE
IV, GRADE 8

LENGTH OF WORK YEAR
220 DAYS

DATE
NOVEMBER 7, 2011

SCOPE OF RESPONSIBILITIES

The Educational Recovery Leader (ERL) will be responsible for mentoring and guidance to the principal in a persistently low achieving school as identified through the criteria set forth in No Child Left Behind, House Bill 176 and the Kentucky Department of Education regulations with any and all functions relating to instructional leadership and school improvement.

PERFORMANCE RESPONSIBILITIES

1. Curriculum (ensures curriculum is aligned with state and local standards and implemented, monitored and evaluated through a systematic process).
2. Assessment (assists leadership in providing meaningful feedback to staff to ensure rigorous and authentic assessments inform and improve instruction to meet the needs of all students).
3. Instruction (assist leadership with planning and monitoring to ensure effective and varied, research-based instructional strategies are used in all classrooms).
4. Culture (define resources and outline activities that will make the school function as an effective learning community to support and promote a safe and orderly environment that is conducive to learning).
5. Support Services and Resources (assist staff in working with families and community groups to remove barriers to learning).
6. Professional Development (seek and provide professional development opportunities for the principal and staff).
7. School Leadership (focus instructional decisions of the school council and school leadership teams around support for teaching and learning and developing leadership skills).
8. Organization (organizing the school around all available resources to ensure maximum effectiveness).
9. Planning (development, implementation, monitoring, communication, and evaluation of the comprehensive school improvement plan).
10. Compliance Issues (following guidelines outlines in the School Improvement Grant).

PHYSICAL DEMANDS

The work is performed while standing or walking. It requires the ability to communicate effectively using speech, vision and hearing. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push, or pull light weights.

MINIMUM QUALIFICATIONS

1. Master's Degree
2. Five (5) years successful experience directly related to assignment
3. Certification in area of assignment
4. Successful leadership experience

DESIRABLE QUALIFICATIONS

1. Advanced preparation in area of assignment

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