|  |  |  |
| --- | --- | --- |
|  | **JOB TITLE** | ASSISTANT STUDENT LEADERSHIP COORDINATOR |
| **REPORTS TO** | STUDENT LEADERSHIP COORDINATOR, PRINCIPAL, DIRECTOR OF STUDENT LEADERSHIP & LEARNING |
| **SALARY SCHEDULE/GRADE** | STUDENT LEADERSHIP |
| **CONTRACTED DAYS AND/OR HOURS** | 186 DAYS |
| **EXEMPT STATUS** | EXEMPT |
| **JOB CLASS CODE** | 5235 |
| **POSITION CLASSIFICATION** | EXTRA DUTY |
| **DATE APPROVED** |  |

|  |
| --- |
| **QUALIFICATIONS** |
| Any combination equivalent to: high school diploma, G.E.D. Certificate or demonstrated progress toward obtaining a G.E.D. as required by Kentucky law. |

|  |
| --- |
| **POSITION SUMMARY** |
| An Assistant Student Leadership Coordinator helps create opportunities to honor and celebrate our student leaders, their accomplishments, and their future stories. They assist in building leadership opportunities to ensure all students have opportunities to showcase their leadership abilities through a variety of experiences. They create intentional structures to recruit, empower, retain, and evaluate leaders in our student leadership positions through a value driven process. |

|  |
| --- |
| **DISTRICT AND SCHOOL PRIORITY ALIGNMENT** |
| Align actions with district and school values and core priorities.  Evaluated based on the efficacy of aligned actions. |

|  |
| --- |
| **PERFORMANCE RESPONSIBILITIES** |
| Assist in the development of student leadership opportunities at the high school level. |
| Game management and leadership for athletic competitions. |
| Demonstrate effective interpersonal and communication skills. |
| Demonstrate a commitment to professional growth. |
| Demonstrate punctuality and regular attendance. |
| Maintain appropriate professional appearance. |
| Adhere to the appropriate code of ethics. |
| Perform other duties as assigned by Superintendent or designee. |

|  |
| --- |
| **KNOWLEDGE AND ABILITIES** |
| Knowledge of athletic management and student leadership co-curricular involvement. |

|  |
| --- |
| **PHYSICAL DEMANDS** |
| Work is performed while standing, sitting and/or walking. Requires the ability to communicate effectively using speech, vision and hearing. Use of hands for simple grasping and fine manipulations. Requires bending, squatting, crawling, climbing, reaching. Requires the ability to lift, carry, push or pull light weights |