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|  | **JOB TITLE** | DISTRICT LIBRARY MEDIA SPECIALIST |
| **REPORTS TO** | DIRECTOR OF STUDENT LEADERSHIP AND LEARNING |
| **SALARY SCHEDULE/GRADE** | CERTIFIED |
| **CONTRACTED DAYS AND/OR HOURS** | 186 DAYS + EXTENDED DAYS PER EXTENDED EMPLOYMENT SCHEDULE  |
| **EXEMPT STATUS** | EXEMPT |
| **JOB CLASS CODE** | 0260 |
| **POSITION CLASSIFICATION** | CERTIFIED |
| **DATE APPROVED** |  |

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| **QUALIFICATIONS** |
| KDE Certification in School Librarianship Grades K-12, K-8, or 7-12 |

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| **POSITION SUMMARY** |
| Ensure equitable access for digital learning and instructional resources for all teachers. Create opportunities to engage with community resources and collaborate across schools. Create inspiring and collaborative learning spaces that foster pride and ownership in each deep learning lab. |

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| **PERFORMANCE RESPONSIBILITIES** |
| Create and monitor a system to cleanse the library space of unnecessary and unused items on a routine basis. |
| Work with the Backpack Leader of each building to strategically create powerful learning spaces. |
| Work within each school to honor and celebrate the work of reading and learning through rituals and traditions such as book fairs and special celebration weeks. |
| Create and monitor systems that enable access for teachers to instructional technology tools. |
| Collaborate with the Director of Student Leadership and Learning to create and implement a budget for technology tools that are aligned with the work of pride teams and each school’s instructional story. |
| Create and implement a powerful model of digital citizenship curriculum. |
| Develop after-school and summer programs through work with community partners that enhance the gifts of our students. |
| Create strategic partnerships with the local library system that will enable shared community resources. |
| Lead digital platforms for professional learning in conjunction with school administrators. |
| Create collaborative opportunities across schools with curriculum and teacher learning during NTI days. |
| Adhere to the Professional Codes of Ethics adopted by the Kentucky Education Professional Standards Board. |
| Demonstrate regular attendance and punctuality. |
| Demonstrate a commitment to professional growth. |
| Perform other duties consistent with the position assigned as may by request by the Principal or Director of Student Leadership and Learning. |

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| **KNOWLEDGE AND ABILITIES** |
| Effective interpersonal and communication skills. |
| Strong organizational skills and proven ability to communicate effectively orally and in writing.  |

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