

TRANSFORMATIONAL LEADERSHIP SPECIALIST

TITLE: Transformational Leadership Specialist

REPORTS TO: Area School Director

SUPERVISES:

JOB FUNCTION: The Leadership Specialist provides direct transformational support to the school leadership team in planning and implementing turnaround interventions. The specialist will assist the school and the instructional team build positive climate that supports student success. The Leadership Specialist will collaborate with stakeholders and the District Instructional Support Team to implement initiatives and accelerate student growth and achievement.

DUTIES AND RESPONSIBILITIES:

- Acts as a liaison from the district team
- Supports high priority schools through the Turnaround model
- Collaborates with district team and school administrators to establish and monitor high standards for excellence with students, teachers, staff, and other stakeholders
- Consults with school leadership to prioritize school improvement interventions and align resources to achieve maximum results
- Identifies qualitative and quantitative data to assess performance and drive goals and decision-making
- Engages staff in decision-making that impacts student success
- Collaborates with school leaders to analyze data and create quarterly timelines to reflect grant interventions
- Prepares any necessary documentation needed for monitoring visits from district team/KDE

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- Participates in a team-based process to create positive conditions for learning and student success
- Collaborates with school leadership in the development, implementation, and revision of improvement plans
- Identifies potential issues and obstacles and proactively takes action to create and implement solutions
- Reports along with school leaders to the district team including setting agendas and arranging for staff to make presentations.
- Collaborates with school administrator to establish effective school staff teams to address students' behavioral, academic, and social and emotional issues, and facilitates team meetings along with principal;
- Assists in the collecting and reporting of data to evaluate the turnaround intervention
- Performs any additional duties as assigned by Area School Director
- Performs other duties assigned by the Area School Director
- Maintains regular attendance.

PHYSICAL DEMANDS:

- Ability to manage stress and workload
- Work is performed while standing, sitting and/or walking
- Requires the ability to communicate effectively using speech, vision and hearing
- Requires the 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 weight

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EDUCATION AND EXPERIENCE:

- Master's Degree required
- Experience working with the School Improvement process (preferred)
- Experience in raising student achievement, and improving underperforming student achievement
- Experience building effective teams along with exceptional coaching skills
- Strong curriculum knowledge, including implementing literacy and math strategies

LICENSES AND OTHER REQUIREMENTS:

- Kentucky Principal or Supervisor of Instruction Certification

Original Date: 06/2015

Revision Date: