

## **UPDATE THE JOB DESCRIPTION, SR. DIRECTOR OPERATIONS AND SUPPORT**

### **BACKGROUND AND RATIONALE:**

The Job Description for the Senior Director of Operations and Support was last updated in 2012. The job function of the Senior Director is to provide leadership to and oversight of the district's operational activities and support services such as transportation, child nutrition/food service, warehouse, maintenance and operations, risk management and safety, facility design and construction, technology and logistical services. The responsibilities for this position have changed and the reporting structure refined. Thus, changes are needed to the Job Description.

### **PROPOSAL:**

Update the Job Description for Senior Director of Operations and Support. Funding.

### **STAFF CONTACT:**

Marlene Helm, Acting Superintendent

### **POLICY REFERENCE:**

01.11 (General Powers and Duties of the Board)

### **RECOMMENDATION:**

A motion is in order to:

"Approve the updated job description for Senior Director of Operations and Support."