



Decision Paper

To: Nelson County Board of Education

From: Mr. Wes Bradley, Superintendent

Date: May 15, 2018

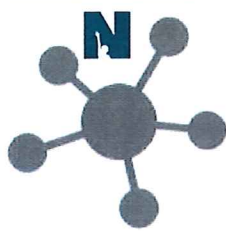
Re: Job Description: Director of Workforce Development

RECOMMENDED MOTION: I move that the Nelson County Board of Education approve the job description as presented for the Director of Workforce Development.

DIRECTOR OF WORKFORCE DEVELOPMENT JOB DESCRIPTION



BUILD
RELATIONSHIPS



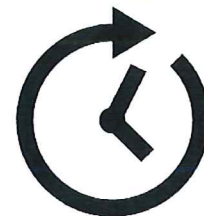
UNITE
PEOPLE



INNOVATE
TOGETHER



LEVERAGE
RESOURCES



DEDICATED
TO THE FUTURE

JOB GOALS: Ensures all students within Nelson County Schools have the opportunity to embrace early career opportunities, work ethic certification, and a workforce development curriculum in alignment with our district mission.

QUALIFICATIONS:

1. Holds valid Kentucky certification either as a supervisor of instruction, school superintendent, or principal and has three years or more years of leadership experience.
2. The ability to connect closely with the Nelson County community.
3. The ability to build relationships, unite people, and innovate together to leverage resources for students.
4. The ability to strategically plan in collaboration with others towards the NCS District Mission.

PERFORMANCE RESPONSIBILITIES:

1. Develops and unites a Future Ready Alliance Team focused on the future of workforce development in schools.
2. Develops, leads, and implements innovative programming, such as Early College, Career Pathways, and Alternative options for students.
3. Supervises Expanded Learning Cooperative opportunities Coordinator as well as Innovative/ Alternative Program staff
4. Provides a leadership role in district-wide curriculum planning and training for professional staff with regards to innovative and alternative programming for students
5. Collaborates with teachers and administrators in composing effective 21st century skill- infused, content based lessons, and supports the teachers as they implement the lessons in their classrooms.
6. Leads work ethic certification process through powerful curriculum development and experiential learning across the district.
7. Provides assistance and training to building instructional staff in innovative programming to support student achievement
8. Provides leadership with district wide behavioral intervention and response.
9. Guides individual professional development experiences for staff related to workforce development.
10. Provides leadership in developing and implementing innovation plans and assists district and schools in the planning and implementation of effective programs
11. Conducts research about advancements in innovation and alternative programming and resources to inform decision-making
12. Gathers and disseminates information (e.g., grants, policies, professional development opportunities) relevant to innovative programming
13. Coordinates innovative teacher externships connecting our community to our school professionals.
14. Keeps current with educational developments and the literature in the field of innovative program options and participates in the affairs of state and national professional societies devoted to the advancement of integrated technology practice
15. Performs other duties as assigned by Superintendent.

