



# Decision Paper

**To:** Nelson County Board of Education

**From:** Mr. Wes Bradley, Superintendent

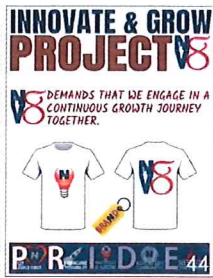
**Date:** May 15, 2018

**Re:** Job Description: Director of Student Leadership & Learning

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**RECOMMENDED MOTION:** I move that the Nelson County Board of Education approve the job description as presented for the Director of Student Leadership & Learning.

# DIRECTOR OF STUDENT LEADERSHIP & LEARNING JOB DESCRIPTION



**JOB GOALS:** To develop a powerful vision for academic leadership, learning, and innovation that will provide a future ready educational experience for all students and professionals.

**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. Has demonstrated ability as an instructional leader and as an administrator
3. Has demonstrated the ability to effectively collaborate with students, parents, staff and the community to achieve results in local, as well as district endeavors.

**PERFORMANCE RESPONSIBILITIES:**

1. Provide leadership and expertise in assessing, identifying, formulating and implementing District student leadership profile, goals, and objectives in collaboration with schools and our community.
2. Leads District Assessment Coordination (DAC) process
3. Provide leadership in the development of processes, strategies and feasibility planning to ensure the necessary human and monetary resources are appropriately utilized in order to achieve the planned results of the District.
4. Plan and direct instructional initiatives and programs to achieve optimal academic results for all students.
5. Develop and implement assessment systems and processes to ensure that strategic instructional activities are in place to achieve the District's educational goals and objectives as well as meet state and federal accountability requirements
6. Work collaboratively and consistently with building level leadership to assure implementation of programs and initiatives, addressing needs and providing resources
7. Direct research and development activities, including the planning and forecasting of future instructional needs and recommending appropriate support programs
8. Work collaboratively with the District Teaching and Learning Team to develop and assure delivery of state-of-the-art professional development for leadership that is focused on the instructional core
9. Work closely with SBDM councils to assure their involvement in the educational process decisions for each school
10. Provide leadership and guidance to District personnel and members of the education community to effect thorough and complete communication relative to educational design and delivery, and to ensure that community advisory groups have an opportunity to participate in the educational assessment and evaluation processes
11. Prepare and distribute informational reports that detail performance trends and describe the status of instructional activity across various academic strata
12. Conduct community relations programs pertaining to Nelson County Student Leadership Profile
13. Provide leadership and expertise in forming, guiding and advising Nelson County PRIDE Teams.
14. Complete annual evaluations for persons working under his/her supervision and assist Superintendent in evaluation of building principals.
15. Perform other duties consistent with the position assigned as may be requested

