



FLOYD COUNTY BOARD OF EDUCATION
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Linda C. Gearheart, Board Chair - District 1
William Newsome, Jr., Vice-Chair - District 3
Dr. Chandra Varia, Member - District 2
Keith Smallwood, Member - District 4
Steve Slone, Member - District 5

Consent Agenda Item (Action Item): Consider/approve the creation of a Job Training Coordinator and the accompanying job description.

Applicable State or Regulations: BOE Policy 01.11 Powers and Duties of the Local Board of Education.

Fiscal/Budgetary Impact: Positions would be paid by schools SBDM allocations. Position would be 220 days.

History/Background: A school council has determined in recent allocation meetings that a Job Training Coordinator would be of benefit to the school and students. The job of a job training coordinator is to ensure that the students receive all the facilities that they are entitled to and help in the academic, personal growth, as well as supporting students' transition from high school to competitive or supported employment through apprenticeships, internships, or co-ops.

Recommended Action: To approve as presented.

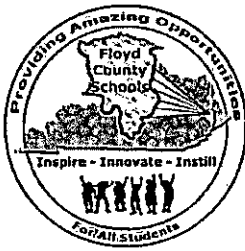
Contact Person(s): Angela Duncan

N/A
Principal


Director


Superintendent

Date: 4/21/22



FLOYD COUNTY SCHOOLS Certified Job Description

TITLE:

Job Training Coordinator

QUALIFICATIONS:

Valid certification as determined by the Kentucky Department of Education, Division of Educator Licensure and Quality. Minimum of Rank II with at least five (5) years, successful teaching experience preferred.

REPORTS TO:

Principal

JOB GOAL:

To ensure that the students receive all the facilities that they are entitled to and help in the academic, personal growth, as well as supporting students' transition from high school to competitive or supported employment through apprenticeships, internships, or co-ops. A job training coordinator deals with supporting students by holding discussions with CTE teachers, guidance counselor, business leaders, and the families of students

TERMS OF EMPLOYMENT:

Salary and terms of employment according to approved salary schedules.

EVALUATION:

Performance will be evaluated in accordance with provisions of the district evaluation plan.

PERFORMANCE RESPONSIBILITIES:

- Coordinates activities and supports for the student's transition from high school to competitive or supported employment
- Facilitation of individual student's transportation plan to and from work/training sites
- Effectively use community resources
- Work closely with the school counselor and CTE teachers in the planning and development of individualized student plans in order to aid their progress
- Evaluate the results of the program and revise if necessary
- Formulate strategies to encourage students to continue education or join the world of work
- Implement plans to ensure that students attend school regularly
- Implement plans to foster positive work habits and a strong work ethic
- Perform other duties as assigned

I hereby acknowledge I have received and reviewed a copy of my job description with the Floyd County Board of Education.

Employee Signature: _____

Print Name: _____

Last four digits of SS#: _____

Date: _____