



NEW: 05/24/2023
Submitted: 05/23/2023

JOB TITLE:	RACIAL EQUITY ENVOY
DIVISION	DIVERSITY, EQUITY, POVERTY PROGRAMS
SALARY SCHEDULE/GRADE:	EXTRA SERVICE SALARY SCHEDULE
WORK YEAR:	SCHOOL YEAR
FLSA STATUS:	
JOB CLASS CODE:	
BARGAINING UNIT:	

SCOPE OF RESPONSIBILITIES

Racial Equity Envoys compliment instructional staff with curricular, instructional, and pedagogical support at the school level by addressing school climate and culture. They will serve as a direct line of communication and support between schools and the Department of Diversity, Equity, and Poverty (DEP).

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Attends monthly professional learning with the Anti-Racist Specialists

Facilitates professional learning in the school

Assists administrative team with embedding racial equity in year-long PD Plan

Assists instructional staff by modeling culturally responsive teaching and pedagogy

Completes all trainings and other requirements as assigned and by the designated deadline

Keeps informed of all expectations outlined within the JCPS Racial Equity Policy

Keeps informed of all resources and supports available to classroom educators from the Department of Diversity, Equity, and Poverty

Promotes pertinent information related to racial equity in JCPS to faculty, staff, students, families, local community, and stakeholders

Regular, predictable performance is required for all performance responsibilities

This position requires reporting to the assigned JCPS worksite to provide active supervision of students as required by Kentucky State Law.

PHYSICAL DEMANDS

This work is completed in a school-based setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.

This position requires the following physical activities occasionally (up to 50% of the workweek: balancing, crawling, feeling, grasping, lifting up to 50 pounds, pulling up to 50 pounds, and pushing up to 50 pounds. The following physical activities are required frequently (up to 75%) of the workweek: bending, crouching, kneeling, reaching, repetitive motions, and standing. Hearing, talking, and visual acuity are required constantly (up to 100%) of the workweek. Driving is not required for this position.

MINIMUM QUALIFICATIONS

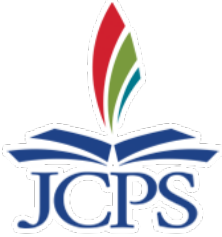
Kentucky Teacher Certification

Effective communication and presentation skills

Effective self-reflection skills

Possesses a willingness to acquire foundational knowledge of culturally responsive teaching and pedagogy

DESIRABLE QUALIFICATIONS
Desire for leadership through a heightened understanding of one's own assumptions, biases, identities, and values
Working knowledge of anchor documents housed within the Department of Diversity, Equity, and Poverty



NEW: Submitted:
07/01/2023 05/23/2023

JOB TITLE:	SUPERVISOR DIVERSITY, EQUITY, POVERTY PROGRAMS
DIVISION	DIVERSITY, EQUITY, POVERTY PROGRAMS
SALARY SCHEDULE/GRADE:	IV, GRADE 8
WORK YEAR:	220 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	
BARGAINING UNIT:	CERX

SCOPE OF RESPONSIBILITIES

Provides leadership for the coordination of Diversity, Equity, and Poverty programmatic access. Coordinates with outside agencies, JCPS, and local community to provide out-of-school programming. Additionally, the supervisor will provide, design, and deliver professional development around racial educational equity for historically marginalized individuals, especially students of color.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Creates and provides professional learning around how to design content-focused lessons that are culturally responsive and engaging

Assists with the support and monitoring of the Racial Equity Analysis Protocol (REAP)

Coordinates the out-of-school programming created through the Diversity, Equity, and Poverty Department—inclusive of 'Literacy &' and 'Numeracy &' programs—and designs and implements 'Lit &' content

Provides leadership as the district coordinator for Educators Rising (pathway to teaching) in collaboration with high schools

Collaborates with literacy and math partners to ensure strong professional learning experiences for identified schools

Maintains cooperative and positive working relationships with school and District staff

Encourages and models skillful use of data to inform decision making as related to Racial Equity

Collaborates closely with teaching and learning staff to support deeper learning strategies through the implementation of Diversity, Equity, and Poverty anchor documents that will improve teachers' toolkits to address achievement and opportunity gaps for historically marginalized individuals and groups and especially students of color

Serves as requested on District committees

Evaluates staff as assigned

Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline

Regular, predictable performance is required for all performance responsibilities.

This position requires reporting to various worksites throughout JCPS based on caseload/assignment.

PHYSICAL DEMANDS

This work is conducted in an office and school-based setting. This position has both inside and outside environmental conditions, where protection from weather conditions is maintained while working inside. There are no protections from temperature changes or atmospheric conditions either inside or outside of the work location.

MINIMUM QUALIFICATIONS
Kentucky Professional Certification in Administration/Counseling or Supervision Instruction
Master's Degree or higher with area of major in the assigned curricular area
Expertise in equity, inclusion and culturally responsive education
Demonstrated leadership to help build skills and will to examine the impact of race and value equity as a shared goal
Demonstrated leadership to seek and make use of diverse perspectives in decision making, considering the intended and unintended consequences of decisions on all stakeholder groups
Valid Driver's License

DESIRABLE QUALIFICATIONS
Proven leadership abilities
Experience with diverse populations
Experience in planning, developing, and implementing professional learning programs