

Director of Community Schools Grant

Certified Position – 0290

<u>Salary</u> Per Salary Schedule	<u>Days</u> Per contract	<u>Reports to:</u> Assistant Superintendent
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SCOPE OF RESPONSIBILITIES

To assist the district in facilitation all aspects of the Full Service Community Schools grant.

PERFORMANCE RESPONSIBILITIES / ESSENTIAL FUNCTIONS

1. Lead full-service community schools grant deliverables and objectives at district level.
2. Identify three current pipeline services provided for students and families and oversee plan creation for two additional pipeline services at participating schools.
3. Ensure collaboration with families, students, teachers, FRYSC Coordinators, and community leaders to inform full-service community school plan development.
4. Collaborate with FRYSC in participating schools to build community capacity to enhance services, including policy alignment, financial support, and needs assessments.
5. Provide participating FRYSC Coordinators with leadership opportunities at district level.
6. Regularly report to the Prichard Committee on progress of objectives and deliverables.
7. Regularly review planned activities for updates and changes based on challenges and successes, as well as reports and research released by the Prichard Committee.
8. Participate in training and technical assistance opportunities at the state and national level.
9. Review grant budgets regularly to ensure funds are spent appropriately.
10. Access readiness for FSCS and develop the rationale for Hopkins County Schools' community schools.
11. Engage the broader community to develop a shared vision for FSCS.
12. Establish rollout strategies for FSCS.
13. Determine and implement the communication plan for FSCS.
14. Collaborate with district and school leadership teams to implement FSCS pipeline services creating annual school project plans.
15. Collect essential evaluation data and collaborate with grant researchers on the grant evaluation.
16. Collaborate with all Hopkins County Schools FRYSC Centers as designated by the Assistant Superintendent.
17. Attend required meetings servings as the district point-of-contact with Prichard Committee on the Full Service Community Schools grant.
18. Work with the existing organizations in the community to establish and strengthen partnerships.
19. Cultivate the importance of full service community schools.
20. Work to scale and direct the work for FSCS across the district.
21. Other duties relating to the implementation of the Kentucky Community Schools Initiative as assigned by Superintendent.

PHYSICAL DEMANDS

	Seldom/Rare	Occasional (up to 1/3 of work day)	Frequent (1/3 to 2/3 of work day)	Repetitive (2/3 or more of work day)
Standing/Walking				X
Sitting				X
Handle/Finger/Feel				X
Reach/Push/Pull			X	
Bend/Stoop/Crouch			X	
Kneel/Crawl		X		
Climb/Balance	X			
Lift/Carry				

(Check Frequency)				
Up to 10 lbs.				X
Up to 20 lbs.				X
Up to 50 lbs.			X	
Up to 100 lbs.		X		
Over 100 lbs.	X			

MINIMUM REQUIRED QUALIFICATIONS

1. Have a minimum of five (5) years teaching experience
2. Hold a valid Kentucky Administrative Certificate
3. Demonstrate strong communication and interpersonal skills

PREFERRED QUALIFICATIONS:

1. Experience leading a team
2. Experience with establishing and maintaining partnerships with families and community members
3. Knowledge of FRYSC policy and procedures

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