



TREYNOR COMMUNITY SCHOOLS

Position: District Leadership Team

Stipend: \$1000

Total Number of Personnel: 3 (1-Elem., 1 MS, 1 HS)

Days Beyond Contract: 1 (2 hours SIAC and 6 hours to be schedule after school hours during the school year)

Reports to: *Superintendent*

Job Description — These members will collaborate with the Superintendent and TLC Curriculum and Professional Development Lead to analyze the impact of district leadership plan on student achievement. The DLT will continue to fulfill 100% of their classroom duties.

Primary duties include:

- In collaboration with the Superintendent and TLC Curriculum and Professional Development Lead, the DLT will develop and assure implementation and evaluation of a district leadership plan.
 - Serve as a voice for peers while working with the Superintendent and TLC Curriculum and Professional Development Lead.
 - Contribute expertise to examine initiatives and their effect on student learning.
 - Provide insights into current practices to best serve student populations.
 - Support the TLC and professional learning efforts in the district to facilitate student achievement.
 - Serve and participate on the SIAC committee.

Expectations Include:

- Participate in leadership meetings at least 2 times per year with all TLC Leadership positions.
- Participate in all Professional Development sessions.
- Participate in building and/or district observation days.
- Serve on or lead curriculum/PLC/grade level team as assigned.
- Provide documentation of duties performed.
- Promote the expectations of the school district in a positive way.

The statements contained herein describe the scope of the responsibility and essential functions of this position, but should not be considered to be an all-inclusive listing of work requirements. Individuals may perform other duties as assigned. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time unless restricted by a negotiated contract.

A signed copy of this job description should be placed in the employee's personnel file.

Signature of Supervisor: _____ **Date:** _____

Signature of Employee: _____ **Date:** _____