



NEW: 08/28/2019  
 Submitted: 08/27/2019

JOB TITLE:	SPONSOR HIGH SCHOOL SCIENCE FAIR
DIVISION	ACADEMIC SCHOOL
SALARY SCHEDULE/GRADE:	EXTRA SERVICE SALARY SCHEDULE
WORK YEAR:	COACHING SEASON
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	3197
BARGAINING UNIT:	CERA

**SCOPE OF RESPONSIBILITIES**

Serves as science fair sponsor in high school and reports to the athletic director in various high school athletic programs.

**PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA**

- Promotes all sports and activities in the school and community
- Plans and assists in all events, competitions, and programs
- Assists in organizing and supervising all practices and meetings
- Teaches fundamental skills and rules and regulations
- Teaches good sportsmanship and Character First
- Checks that all students meet all academic eligibility requirements
- Keeps informed of all rules and regulations established for participation by JCPS
- Responsible for all aspects of the science fair including review of all projects prior to the fair
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Performs all other duties as assigned by the Principal or athletic director

**PHYSICAL DEMANDS**

The work is primarily sedentary. The work may requires the use of hands for simple grasping, pushing and pulling of arm controls and fine manipulations. The work is repetitive. The work, at times, requires bending, squatting, crawling, climbing, reaching with the ability to lift, carry, push and pull light weights. The work requires activities involving exposure to marked changes in temperature and humidity and driving automotive equipment.

**MINIMUM QUALIFICATIONS**

- Knowledge of Science Fair set up and requirements
- Kentucky Teacher Certification
- Effective communication skills

**DESIRABLE QUALIFICATIONS**

- Experience in a diverse workplace