



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