



REVISED: Submitted:  
06/09/2021 06/08/2021

JOB TITLE:	SPONSOR MIDDLE AND HIGH SCHOOL BLACK STUDENT UNION
DIVISION	ACADEMIC SCHOOL
SALARY SCHEDULE/GRADE:	EXTRA SERVICE SALARY SCHEDULE
WORK YEAR:	ACADEMIC YEAR
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	6249
BARGAINING UNIT:	CERA, CLAX, PARA

#### SCOPE OF RESPONSIBILITIES

Serves as Black Student Union sponsor in middle and high school and reports to the principal.

#### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Promotes all BSU activities in the school and community

Plans and assists in all BSU meetings, events and programs

Organizes and supervises all meetings, events and programs

Facilitates discussion with the Black Student Union about student leadership around race and racism to empower students

Assists BSU in leading Racial Equity initiatives in the community

Keeps informed of all rules and regulations established for participation by JCPS

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 require 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

Minimum of 64 (sixty-four) semester hours of credit from an accredited college

Effective organizational skills

Effective communication skills

#### DESIRABLE QUALIFICATIONS

Experience in a diverse workplace