



REVISED: Submitted:
07/01/2022 06/28/2022

JOB TITLE:	MANAGER SOCIAL EMOTIONAL LEARNING (TRAUMA)
DIVISION	ACADEMIC SERVICES
SALARY SCHEDULE/GRADE:	IV, GRADE 10
WORK YEAR:	AS APPROVED BY BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4279
BARGAINING UNIT:	CERX

SCOPE OF RESPONSIBILITIES

Provides leadership and oversees the district's Social Emotional Learning and Re-engagement staff; analyzes and synthesizes information integral to department divisions; collaborates with other District departments to achieve goals and objectives.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Coordinates and plans for District-wide implementation of Social Emotional Learning, student re-engagement and systems to promote positive cultures and climates

Coordinates and plans for District-wide implementation of Trauma Informed Approaches to education

Collaborates with local post-secondary institutions to support the inclusion of trauma and social emotional education, aligned with the district's plan, for aspiring teacher certification programs

Conducts short term and long term planning aligning with the District's strategic plan

Supervises and supports student re-engagement for students transitioning to and from alternative schools, local/state youth detention centers, and comparable out-of-district placements

Supervises and supports multiple role groups to assist with implementation of the District's vision and state and federal requirements

Coordinates trauma training for district partners

Manages local, state and federal grants and required responsibilities relating to each grant

Provides leadership and training for implementation of programs

Communicates effectively with all District staff, local school staff and community in both verbal and written form, builds consensus among diverse groups, establishes and maintains productive working relationships with others and builds a vision for the department that is effectively articulated

Monitors and evaluates efficiency of programs within department

Evaluates staff as assigned

Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline

PHYSICAL DEMANDS

The work is performed while standing and walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, reaching, with the ability to lift, carry, push, or pull light weights. The work requires activities involving driving automotive equipment.

MINIMUM QUALIFICATIONS

Master's Degree with valid Kentucky Teaching Certificate

Five (5) years of successful teaching experience

Successful leadership experience

Effective communication skills

DESIRABLE QUALIFICATIONS

Kentucky Professional Certification in Administration and/or Supervision or Counseling
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Experience in a diverse workplace
