



REVISED: 07/01/2019  
Submitted: 06/11/2019

JOB TITLE:	EDUCATIONAL RECOVERY LEADER
DIVISION	ACADEMIC SERVICES
SALARY SCHEDULE/GRADE:	IV, GRADE 8
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4276
BARGAINING UNIT:	CERX

#### SCOPE OF RESPONSIBILITIES

The Educational Recovery Leader (ERL) will be responsible for mentoring and providing guidance to the Principal in schools as identified through the criteria set forth in the Kentucky Department of Education regulations with any and all functions relating to instructional leadership and school improvement.

#### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Ensures curriculum is aligned with state and local standards and implemented, monitored and evaluated through a systematic process (Curriculum)

Assists leadership in providing meaningful feedback to staff to ensure rigorous and authentic assessments inform and improve instruction to meet the needs of all students (Assessment)

Assists leadership with planning and monitoring to ensure effective and varied, research-based instructional strategies are used in all classrooms (Instruction)

Defines resources and outline activities that will make the school function as an effective learning community to support and promote a safe and orderly environment that is conducive to learning (Culture)

Assists staff in working with families and community groups to remove barriers to learning (Support Services and Resources)

Seeks and provides professional development opportunities for the principal and staff (Professional Development)

Focuses instructional decisions of the school council and school leadership teams around support for teaching and learning and developing leadership skills (School Leadership)

Organizes the school around all available resources to ensure maximum effectiveness (Organization)

Developments, implements, monitors, communicates, and evaluates the comprehensive school improvement plan (Planning)

Follows guidelines outlined in the School Improvement Grant (Compliance Issues)

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

Performs other duties as assigned by supervisor

#### PHYSICAL DEMANDS

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

#### MINIMUM QUALIFICATIONS

Master's Degree

Five (5) years successful experience directly related to assignment

Certification in area of assignment

Successful leadership experience

Endorsement in Education Program Consultant or Statement of Eligibility for Principal certification or Certification as Principal or Certification in Instructional Leadership Supervisor of Instruction

Effective communication skills

DESIRABLE QUALIFICATIONS

Advanced preparation in area of assignment

Experience in a diverse workplace