



REVISED: 07/01/2024
Submitted: 03/26/2024

JOB TITLE:	SUPERVISOR DIVERSITY, EQUITY, POVERTY PROGRAMS
DIVISION	DIVERSITY, EQUITY, POVERTY PROGRAMS
SALARY SCHEDULE/GRADE:	II, GRADE 8
WORK YEAR:	220 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4292
BARGAINING UNIT:	CERX

SCOPE OF RESPONSIBILITIES

Provides leadership for the coordination of Diversity, Equity, and Poverty programmatic access. Coordinates with outside agencies, JCPS, and local community to provide out-of-school programming. Additionally, the supervisor will provide, design, and deliver professional development around racial educational equity for historically marginalized individuals, especially students of color.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Creates and provides professional learning around how to design content-focused lessons that are culturally responsive and engaging

Assists with the support and monitoring of the Racial Equity Analysis Protocol (REAP)

Coordinates the out-of-school programming created through the Diversity, Equity, and Poverty Department—inclusive of 'Literacy &' and 'Numeracy &' programs—and designs and implements 'Lit &' content

Provides leadership as the district coordinator for Educators Rising (pathway to teaching) in collaboration with high schools

Collaborates with literacy and math partners to ensure strong professional learning experiences for identified schools

Maintains cooperative and positive working relationships with school and District staff

Encourages and models skillful use of data to inform decision making as related to Racial Equity

Collaborates closely with teaching and learning staff to support deeper learning strategies through the implementation of Diversity, Equity, and Poverty anchor documents that will improve teachers' toolkits to address achievement and opportunity gaps for historically marginalized individuals and groups and especially students of color

Serves as requested on District committees

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

Regular, predictable performance is required for all performance responsibilities

This position requires reporting to various worksites throughout JCPS based on caseload/assignment

PHYSICAL DEMANDS

This work is conducted in an office and school-based setting. This position has both inside and outside environmental conditions, where protection from weather conditions is maintained while working inside. There are no protections from temperature changes or atmospheric conditions either inside or outside of the work location.

This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

MINIMUM QUALIFICATIONS

Master's Degree

Expertise in equity, inclusion and culturally responsive education

Demonstrated leadership to help build skills and will to examine the impact of race and value equity as a shared goal

Demonstrated leadership to seek and make use of diverse perspectives in decision making, considering the intended and unintended consequences of decisions on all stakeholder groups

Valid Driver's License

DESIRABLE QUALIFICATIONS

Kentucky Professional Certification in Administration/Counseling or Supervision Instruction

Proven leadership abilities

Experience with diverse populations

Experience in planning, developing, and implementing professional learning programs