

WENTZVILLE R-IV SCHOOL DISTRICT

Position Description

Position Title: Content Leader
Reports To: Director of Elementary Learning & Director of Secondary Learning

SUMMARY

Assists the Directors of Elementary and Secondary Learning in the effective and efficient development, implementation, and evaluation of curriculum.

QUALIFICATIONS/REQUIREMENTS

The Content Leader shall have completed the equivalent of at least a Master's Degree program with extensive coursework and experience in curriculum revision and development. Classroom teaching experience of 5 years is preferred with a valid Missouri teaching certificate.

ESSENTIAL JOB DUTIES

- Works with staff and community members to analyze curriculum needs of the schools and District.
- Analyzes data to revise existing curriculum to improve student achievement.
- Provides leadership for the development and maintenance of curriculum and assessments for all students.
- Provides leadership in the selection of resource adoption and resource development.
- Works collaboratively with other Content Leaders within the department.
- Provides leadership to meet the MSIP standards.
- Collects and analyzes data in all areas of curriculum, instruction, and assessment.
- Demonstrates the ability to analyze and utilize current research.
- Works collaboratively with PD committee to ensure professional development is aligned with curricular needs.
- Demonstrates effective administrative, communication, organizational, problem-solving, and decision-making skills.
- Demonstrates positive, professional relationships with district personnel, parents and community members.
- Demonstrates a sense of professional responsibility through networking with other districts and professional organizations and participating in professional growth activities.
- Provides instructional coaching to teachers of the content.
- Works collaboratively to ensure student success.

OTHER DUTIES AND RESPONSIBILITIES

Performs other duties as assigned by the Director of Elementary Learning & Director of Secondary Learning.

ADA COMPLIANCE

The essential functions contained in this job description are in compliance with the Americans with Disabilities Act (ADA) and are not an exhaustive list of the duties performed for this position. The additional duties and responsibilities listed are performed by the individuals currently holding this position and additional duties may be assigned when appropriate.

TERMS OF EMPLOYMENT

Salary and work year to be in accordance with the current salary schedule plus 20 additional days and District Policies. Days employed in excess of the established work calendar shall be payable at the employee's regular daily rate.

EVALUATION

Performance in this position will be evaluated annually in accordance with the provisions of the Board's Policy on evaluation of certified personnel.