



Coquille

School District #8
970 N Central
Coquille, Oregon 97423
Phone: 541-396-2181 Fax: 541-396-5015

DATE: September 10, 2024
TO: All Interested Parties
FROM: Rachel Price, Human Resource Director
SUBJECT: Notice of Vacancy – **Internal Only**

Coquille School District has the following opening: 2024-2025 School Year

POSITION: Equity Team Member –Members of the Equity Team must be available for meetings monthly to collaborate on moving the district forward with diversity, equity, and inclusion. Equity Team Members must be willing to lead equity conversations in their building and will attend an overnight conference for professional development focused on equity.

APPLICATION:
A Complete Application Consists of:

- 1) Letter of interest

SEND TO:
Rachel Price
Coquille School District #8
970 N. Central Blvd
Coquille, OR 97423
Or email: rprice@coquille.k12.or.us

CLOSING DATE: Open until filled

TERMS OF EMPLOYMENT: 2024-2025 School year

Coquille School District is an EOE.

*If you have a disability and need this publication in an alternate form, please contact Coquille School District 8
541-396-2181*

Job Title: **Equity Team Member**

Assignment: **District**

Reports to: **Equity Team Leader for the Coquille SD**

Evaluated by: **Principal of the building in which they work**

Position Overview: Lead collaboration and conversations on diversity, equity, and inclusion throughout the year to certified and classified staff in their buildings. In collaboration with the team, prepare and present multiple training sessions on specific days and attend professional development on Equity.

1. Essential Job Functions: In collaboration with the Equity Team:

- a) Meet with the Equity Team in September, October, January, and March to prepare for upcoming PD sessions in each building.
- b) Meet with the Equity Team in May to plan for the upcoming school year.
- c) Promote an inclusive culture that engages and draws on the assets of students, families, staff, and community members.
- d) Be a supportive, collaborative team member.
- e) Be a supportive, collaborative colleague with those who are learning.
- f) Seek out feedback from building staff regarding PD sessions provided by Equity Team.
- g) Attend the Statewide Equity Conference during the fall and bring professional development back to your building.

2. Qualifications:

- a) Non-Restricted Oregon teaching license.

3. Experience:

- a) Demonstrated use of culturally responsive teaching in the classroom.

4. Physical Requirements:

In an eight-hour day, employee may

- a) Stand/Walk 5-6 Hours
- b) Drive 1-2 Hours
- c) Sit 3-4 Hours
- d) Stoop/Squat/Bend 1-2 Hours
- e) Lift/Carry 1-2 Hours Up to a weight of 50 lbs
- f) Climb Stairs Occasionally
- g) Use hands for repetitive motions Frequently
- h) Use feet for repetitive movements Frequently

Note: If hired, no unauthorized comments or postings about district business or students are allowed on social media.

This job description, revised August 13, 2021, supersedes all prior descriptions for this position.

I have reviewed this Job Description and understand the contents.

Employee Signature

Date

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.