

**Director of Student Experiences**

Duties and Authority

The Director of Student Experiences works closely with the building and district administrative team to lead and coordinate the experiences of students including Activities, Athletics, Field Trips, fundraising, camps, and summer school. The Director will also work closely with the teaching and learning administrative and department chair teams to expand career pathways and Seal of Biliteracy. The Director will be responsible for leading teams and coordinating across departments. Communication and collaboration with all school stakeholders is essential, in addition to building communities of students.

Administrative Relationship

The Director of Student Experiences is employed by the Board of Education and reports to the Associate Superintendent for Student Learning.

Qualifications

The Director of Student Experiences must have substantial experience leading large scale inter-department student-centered projects. The Director of Student Experiences must have previous high school teaching and/or building or central office administrative experience. The Director of Student Experiences must at a minimum hold a master's degree, Illinois Professional Educator License, and a valid Illinois PEL leadership endorsement.

Evaluation

The Associate Superintendent for Student Learning shall annually evaluate the Director of Student Experiences and make employment and salary recommendations to the Superintendent.

Compensation and Benefits

The Board of Education and the Director of Student Experiences shall enter into an employment agreement that conforms to Board policy and State law. The Board will consider the Superintendent's recommendations when setting compensation for the Director of Student Experiences. These recommendations will be presented to the Board no later than the June Board meeting.

Terms of Employment

The work year for the Director of Student Experiences shall be the same as the District's fiscal year, July 1 through June 30. In addition to legal holidays, the Director of Student Experiences shall have vacation periods as approved by the Superintendent.

Adopted: 12/13/21

Revised: 10/17/22 (Policy number only)