



JOB DESCRIPTION

Job Title	Elementary Equitable Multi-Level System of Support Lead Team Member
Department	EMLSS
Reports To	Building Principal
Classification	Certified
Location	Elementary Buildings
Salary	Increment
Length of Contract	12 Months

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws.

Job Summary

Through shared leadership, members of the Elementary Equitable Multi-Level System of Support Lead Team will serve as stewards of school's mission, vision and collective commitments (or values), and goals.

Essential Job Functions

- Actively engages in instructional leadership/EMLSS lead team meetings
- Assists the building principal in developing the School Improvement Plan and monitoring progress
- Assists the building principal in planning, implementing, and leading of building professional development
- Coordinates and facilitates grade-level/department PLC process including the development of essential learning outcomes, common assessments, disaggregated data analysis, and measurable goals
- Communicates progress and provides a feedback loop with grade-level teams and stakeholders regarding school improvement

Ancillary Job Functions

- Performs other related duties as assigned

Required Qualifications – Required qualifications to effectively perform the job at the time of hire. An equivalent combination of education, training, and experience will be considered. Additional requirements and/or substitutions may be requested and require the approval of HR.

- Valid Wisconsin certification in appropriate content and grade level

Preferred Qualifications – Highly desired education, training, and/or experience that may be helpful in performing the job, if applicable.

- Minimum two years of successful teaching experience

Knowledge, Skills, and Abilities – May be representative, but not all-inclusive, of those commonly associated with this position.

- Ability to make critical evaluations/suggestions for school improvement
- Strong leadership ability
- Ability to work effectively with groups and individuals
- Effective speaking and writing skills.
- Demonstrates an understanding and use of equitable and culturally responsive practices differentiation in educational practices to address the achievement gaps.
- Ability to serve as a positive role model for students, demonstrating responsible and thoughtful behavior.

Work Environment – Environmental or atmospheric conditions commonly associated with the performance of the functions of this job.

- School environment

Physical Requirements – The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Regular required to talk and hear
- Must be able to grasp, push, reach, stand and bend/stoop/kneel/crouch.
- Ability to lift up to 10 pounds.
- The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 4122.01 throughout his/her employment in the District.