



Gridley Unified School District

POSITION DESCRIPTION

Job Title:	Leadership Team Member	Work Year:	183 Days
Reports To:	Principal		

Primary Function:

The Leadership Team Member position is an integral part of the site leadership team. They provide a collaborative voice to ensure the mission and vision of the school is reflected in each department and grade level K-12.

Essential Duties:

- ❖ Develop team strategies for building and promoting a Professional Learning Community model.
- ❖ Establish a culture of professionalism among team members.
- ❖ Create weekly Wednesday collaboration agendas based on the cycle of inquiry.
- ❖ Direct the department or grade level team to review student performance data.
- ❖ Serve on the Site Leadership Team.
- ❖ Facilitate the Team's ongoing review of department/grade level goals, values, and alignment to the School and District vision and mission.
- ❖ Support the implementation of Common Core strategies into instruction in the department/grade level.
- ❖ Support effective classroom management techniques, and positive interactions with students within the department/grade level.
- ❖ Assist with the facilitation of Teacher to Teacher visitations and provide feedback to colleagues.
- ❖ Support the integration of English Language Learner strategies within the department/grade level.
- ❖ Support the creation of assessments linked to Common Core Standards by department/grade level.
- ❖ Convey Leadership Team information to the department/grade level.
- ❖ Support and model the use of existing classroom Technology.
- ❖ Meet once a month, after school, with Leadership Team. The date will be mutually agreed upon by all members.

An effective Leadership Team Member is someone who:

- ❖ Possesses effective interpersonal skills when dealing with students, faculty, staff and the community.
- ❖ Exhibits a pleasant, cooperative attitude.
- ❖ Is willing to work as a team player that is friendly, reliable, flexible, thorough and sensitive.
- ❖ Promotes a Positive School Climate.

ARD APPROVAL: 10/01/2014