

**CENTRAL GREENE SCHOOL DISTRICT**  
**Curriculum Council Member**  
**Job Description**

**TITLE:** Curriculum Council Member

**QUALIFICATIONS:**

1. An elected Curriculum Council member pursuant to the negotiated agreement between the Central Greene Professional Education Association and the Central Greene School District.
2. At least three (3) years of successful experience as a classroom teacher.
3. An Instructional II certificate issued by the Commonwealth of Pennsylvania in the field in which he/she is currently teaching.
4. A sincere interest in providing strong, positive support for the goals and programs of the district as well as a desire to be a positive influence in these efforts.

**TIME REQUIREMENTS:**

Selected time throughout the school term to fulfill responsibilities will be as outline in the Collective Bargaining Agreement.

**REPORTS TO:** Principal

The Curriculum Council member (department chairperson) shall work directly with the building principal and the Director of Curriculum and Instruction in fulfilling the responsibilities and tasks necessary in the efficient operation of the school district.

**Supervises:**

There is no direct or indirect supervision involved in this particular position.

### **GENERAL OBJECTIVES/FUNCTIONS:**

1. To provide a forum for the total review of the district's kindergarten through twelfth grade curriculum which includes:
  - a. Articulation of learning activities
  - b. Correlation among learning activities
  - c. Implementation of curricular activities
2. To develop and provide lines of communication among professional and lay groups concerning the school district's curriculum.
3. To advise the Director of Curriculum and Instruction, Superintendent, and the Board of School Directors regarding recommendations for curriculum development, evaluation, and revision.

### **ROLES/RESPONSIBILITIES:**

1. To act in a coordinating/advisory capacity for curriculum design and improvement.
2. To provide leadership and participate in the revision of development of curriculum/planned courses.
3. To implement curriculum development as described in the Central Greene Curriculum Council Handbook.
4. To be instrumental in planning, implementation, and evaluation of the Long Range Plan for School Improvement.
5. To fulfill any other duties pertinent to curriculum development as requested by Principals, Director of Curriculum and Instruction or Superintendent.