

EXECUTIVE DIRECTOR ELEMENTARY EDUCATION

DEFINITION

Under general direction of the Assistant Superintendent of Education Services, the Director of Elementary Education is responsible for the administration, coordination and supervision of Elementary Education. Responsibilities include oversight of all elementary schools, and our Early Childhood Learning Center.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Guides and supports the development of curriculum and delivery of instruction by school instructional staff.

Collaborates with curriculum department leaders on design, development and trainings

functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required to walk.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.