

School Board Agenda Item CC-4  
April 21, 2015

**Executive Summary**

Revised Job Description for the Curriculum Supervisor,  
Career, Technical, Adult, Community Education Position

**Background:** This item is being recommended for School Board approval to meet requirements for revised job descriptions.

**Position Title:** Curriculum Supervisor, Career, Technical, Adult, Community Education

**Division/Department:** Chief Academic Officer

**Pay Band:** C Range: \$70,343 - \$114,123 Point Range: 945-1044

**Salary Schedule:** 2014-2015 ESMAB Salary Schedule

**Recommended Policy Status:** Organizational Chart Job Description - **First** Reading

**Rationale:** This job description is being revised in an effort to secure a pool of applicants that may qualify for this position, and to add leadership experience in strategic development. The revisions include the addition of an educational leadership certificate and experience. With this addition, there will be more flexibility to source applicants who possess managerial skills that will assist the District in supporting school programming. Talent possessing these capabilities will facilitate strategic development of curriculum to enhance student achievement through innovative program development.

The purpose of this job is to improve student achievement by providing staff services through designing, planning, developing, implementing, coordinating, evaluating and monitoring the Career, Technical, Adult, Community Education curriculum.

Prior to the recommendation to the School Board for approval, a representative from the Educational Support & Management Association of Broward (ESMAB) was notified of the revised job description request, and a deadline date was provided for feedback. As of the deadline, no feedback was received.

The position is filled and will not require staffing changes.

**Cost:** There is no additional financial impact to the District.