



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA  
JOB DESCRIPTION

**POSITION TITLE:** Supervisor, Social and Emotional Learning  
**JOB CODE:** NEW  
**CLASSIFICATION:** Exempt  
**SALARY BAND:** C  
**BARGAINING UNIT:** ESMAB  
**REPORTS TO:** Director, School Counseling & BRACE Advisement  
**CONTRACT YEAR:** Twelve Months

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**POSITION GOAL:** Establish and promote a unified, District-wide framework for social-emotional learning (SEL), including best practices for program implementation, use of tools, and communication protocols.

**ESSENTIAL PERFORMANCE RESPONSIBILITIES:**

The Supervisor, Social and Emotional Learning (SEL) shall carry out the performance responsibilities listed below:

- Lead the short and long-term, data driven planning, design, delivery, and measurement of District-wide SEL programming.
- Establish the District's vision for SEL, aligning goals and objectives to the District's Strategic Plan.
- Review, analyze, disaggregate, and synthesize data to integrate SEL programming within all curricular areas.
- Develop and maintain a common framework for communication and service delivery of SEL at all levels of the organization.
- Work collaboratively with District staff to conduct needs assessments, aligning District organizational structure and resources to support the SEL framework.
- Oversee SEL professional development at both the school and District levels.
- Supervise and evaluate staff using District-approved protocols and tools, while adhering to applicable deadlines.
- ~~Provide grant management services within the department for all SEL-related initiatives~~ Serve as a liaison between the Division of Finance, Grants Administration Department, Office of Student Support Initiatives and Recovery and all other stakeholders, to ensure the fidelity of implementation for SEL-related grants.
- Monitor SEL program efficiency and adjust program elements where improvement is needed.
- Coach instructional staff and administrators on implementation and fidelity of SEL programming.
- Implement processes to inform decision-making that improve SEL through inquiry, data collection, school culture and climate observation.
- Integrate Multi-Tiered Systems of Supports (MTSS) and Response to Intervention (RTI) within the SEL framework.
- Maintain knowledge of current trends, literature, technical sources of information, and best practices in SEL for application to areas of responsibility.
- Perform and promote all activities in compliance with the equal employment and non-discrimination policies of The School Board of Broward County, Florida.
- Participate in the training programs offered to enhance the individual skills and proficiency related to the job responsibilities.
- Ensure adherence to safety rules and procedures.
- Follow federal and state laws, as well as School Board policies.
- Perform other duties as assigned by the immediate supervisor, or designee.

**MINIMUM QUALIFICATIONS & EXPERIENCE:**

- An earned master's degree in education or related field from an accredited institution.
- A minimum of five (5) years, within the last eight (8) years, of work experience in a field related to the title of the position.
- Valid Florida Professional Educator Certification.
- Experience implementing effective programs and learning curricula that support and enhance student SEL and development.
- Knowledge of the body of research on SEL and the evidenced-based relationship to academic achievement.
- Demonstrated ability to work effectively with diverse groups.
- Excellent verbal and written communication skills.
- Knowledge of current computing technologies and software applications appropriate to the position's job responsibilities.

**PREFERRED QUALIFICATIONS & EXPERIENCE:**

- Master's degree in counseling, or a mental health-related field.
- Valid Florida Professional Educator Certification in Educational Leadership PK-12, Guidance & Counseling PK-12, or a mental health-related subject area.
- Five (5) years of successful teaching or administrator experience in the Broward County School District.
- Bilingual skills in Spanish and/or Creole.

**SIGNIFICANT CONTACTS – frequency, contact, purpose, and desired end result:**

Works in close cooperation and collaboration with District, area, and school-based administrators to identify, implement, and monitor required school improvement initiatives.

**PHYSICAL REQUIREMENTS:**

Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force as frequently as needed to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the School Board.

**EVALUATION:**

Performance will be evaluated in accordance with Board Policy.

Board Approved: 8/20/19

Board Adopted: