

School Board Agenda Item CC-2
January 25, 2011

Executive Summary

Proposed Revised Job Description and Minimum Qualifications for the
Coordinator, Environmental Resource Management Position for
The School Board of Broward County, Florida
2010-2011 Organizational Chart

Background: This item is being recommended for School Board approval to meet requirements for new job description.

Position Title: **Coordinator, Environmental Resource Management**

Division/Department: **Facilities & Construction Management**

Pay Grade Level: 27 - **Salary Range:** \$71,714 - \$102,684 **Point Range:** 945-994

Salary Schedule: **BTU – Technical Support Professional**

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

Rationale: The responsibilities under this job description are currently being performed by a Teacher on Special Assignment (TSA). The new Coordinator, Environmental Resource Management job description provides for the proper documentation and classification of the work being performed. The position reports to the Executive Director, Design Services. The Compensation Committee is requesting approval by the School Board for this new job description and recommended pay grade 27.

The purpose of this job is to establish programs and procedures to effectively manage the District's environmental resources and create an active awareness of environmental stewardship by applying knowledge, principles, strategies and practices of environmental management, including planning, monitoring, regulation, and preservation.

Prior to recommendation to the School Board for adoption, the revisions to the job description were reviewed and accepted by the Broward Teachers Union.

Cost: Funding for this position is included in the 2010-2011 Organizational Chart. There is no additional financial impact to the District.