

Director of Learning

The Director of Learning shall provide leadership for staff, administer all programs and services pertaining to curriculum, instruction, and assessment in the district, as well as the achievement of students. The Director of Learning shall direct activities contributing to quality instruction for students through the development and improvement of the instructional staff, instructional materials, and curriculum. The Director of Learning is responsible to and evaluated by the superintendent.

Qualifications for the position include a valid State of Nebraska administrative certificate; master's degree with course work in curriculum and instruction; successful classroom teaching experience and successful administrative experience; the ability to develop positive relations with students, staff, parents, and community; organizational, managerial, leadership and appropriate technology skills. Compensation and length of contract shall be established by the Board of Education; alternatives to the above qualifications may be considered as the Board of Education deems appropriate and acceptable.

Duties include, but are not limited to, the following:

1. Initiate, direct, and facilitate professional development and in-service programs which relate specifically to increasing effectiveness of teaching and instructional practices.
2. Direct and coordinate the district's staff development program and assist building principals in its implementation.
3. Facilitate the formulation of a philosophy and objectives for the instructional program.
4. Provide leadership in the development, implementation, coordination, articulation, and evaluation of the district's K-12 curriculum.
5. Interpret the curriculum and its philosophy to the board, the administration, the staff, and the general public.
6. Direct the creation of and assist in the publication of all curriculum guides and materials prepared by and to be distributed among the instructional staff.
7. Coordinate the instructional staff in improving and updating the curriculum for all levels of student talent.
8. Secure and distribute instructional materials, textbooks, curriculum guides, and other instructional resources for evaluation by the instructional staff as well as maintain a curriculum library for staff use.
9. Coordinate the study and evaluation and, as appropriate, recommend new instructional materials, textbooks, methods, and programs.
10. Direct, supervise and coordinate the instructional program for AdvancED accreditation, state accreditation, and compliance with state law.
11. Develop, coordinate, monitor and report student achievement data and assessment results to the Nebraska Department of Education as required.
12. Direct the development of and, as appropriate, recommend the addition of new courses, grade placement of courses, credit allowed for courses, and graduation requirements.
13. Facilitate, support and coordinate district initiatives for technology integration with the Director of Technology for the utilization of instructional technology.

14. Supervise and administer the High Ability Learner Programs.
15. Administer the Title I Program, including allocation of resources, and submit required reports.
16. Be responsible for the Director of Learning's budget and assist in the development and coordination of district's instructional budget.
17. Represent the district in local, state, and national organizations and meetings related to curriculum, instruction, assessment and professional development.
18. Prepare drafts of board policy and administrative rules and regulations for areas of responsibility.
19. Perform such other tasks and assume such other responsibilities as may be assigned by the superintendent.