



Board of Education of the City of St. Louis
CAREER OPPORTUNITY

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| <i>Position Title:</i> | Academic Science Supervisor |
| <i>Payroll/Personnel Type:</i> | 12 Month |
| <i>Reports to:</i> | Executive Director of Curriculum |

Position Summary:

The primary function of the Academic Science Supervisor is to oversee the implementation of curricula – CLEAR and Kaplan as it relates to science.

Essential Functions:

- Knowledgeable of alignment of CLEAR and Kaplan curricula according to Missouri Standards and Grade Level Expectations.
- Provide a quality science staff development to all instructional staff as it pertains to CLEAR and Kaplan.
- Perform cross functional duties.
- Provide leadership and site support to all academic initiatives of the District.
- Assure equitable distribution of supplies and textual materials across the District.
- Work with general and special education teachers to improve student achievement and support academic initiatives.
- Make regular site visits to observe instruction, provide constructive feedback to instructional staff to improve delivery of instruction.
- Support the implementation of Advanced Placement courses.
- Plan and/or write proposals and contracts.
- Maintain and adhere to compliances with all awarded contracts and grants.
- Perform other job-related duties as assigned.

Experience:

- Requires a minimum of five years of successful teaching and administrative experiences.
- Knowledge of CLEAR and Kaplan 9 – 12 curricula.
- Provide quality science staff development to all instructional staff as it pertains to CLEAR and Kaplan.

Education:

- Bachelor of Arts in Education
- Missouri Teacher Certification – Science K- 12 specialty

Knowledge, Skills, and Abilities:

- Knowledgeable of CLEAR and Kaplan curricula.
- Able to articulate the Science concepts and objectives Pre K – 12.
- Able to interpret and analyze data to improve student’s achievement and teacher learning.
- Facilitate training sessions.
- Excellent oral and written communication skills.
- Able to maintain professional working relationships with staff, teachers, vendors and agencies.

