

TITLE: Community Service Club Advisor

QUALIFICATIONS:

1. Florida teaching certificate.
2. Current employee of the school district.
3. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Principal/Director or designee

JOB GOAL: Promote the purposes of the Community Service Club by establishing and maintaining an active organization.

ESSENTIAL FUNCTIONS:

1. Supplement pertains to the supervision of functions which extend beyond the normal contractual day.
2. Monitors club activities.
3. Serves as a liaison between students, parents, community, and school.
4. Attends all meetings and activities of the Service Club and its affiliate, when requested. Attend school appropriate school activities to promote the club.
5. Provides leadership toward good student citizenship and moral standards through student elections, club goals, and club activities.

Examples: Key Club, Interact Club, etc.

OTHER RESPONSIBILITIES:

1. Performs related work as required (Note: The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to that position.)
2. Adheres to school district policies and procedures.

PHYSICAL REQUIREMENTS:

This position requires 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:

Dates for work year based on the district's school calendar. Work year will be 196 days and a supplement to be determined by Schedule B of the Teacher/District Contract.

ASSESSMENT:

The principal/director or designee will assess the effectiveness of the advisor annually with respect to performance of essential functions.

Adopted: 05-30-2002