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# Hemet Unified School District

## EXTRA DUTY

### K-8 AVID

### Lead Teachers

### 2019 - 2020 School Year

#### 60 Hours @ R&D Rate

*Elementary Schools:* (1) Lead Teachers per site

*Cottonwood, Hamilton K-8, Idyllwild:* (1) Lead Teachers per site

*HHJ/FTLC:* (1) Lead Teachers

#### K-8 AVID Lead Teacher ROLES and RESPONSIBILITIES

1. Assists with administrative AVID responsibilities (data collection and assessments) at the campus level.
2. Serve as a communication liaison with administration and district AVID coach, to support successful AVID Elementary implementation.
3. Twenty (20) hours of the sixty (60) hours are to be used to attend monthly district AVID Lead Teacher Meetings (Ten 2-hour meetings will be held throughout the year) after school to support the work of the AVID Lead Teacher and AVID Site Team.
4. Co-facilitates AVID Site Team meetings with administrator.
5. Co-maintains an AVID Evidence Binder in order to keep meeting agendas, certification documentation, evidence of the Four AVID Elementary Essentials, and examples of students' work.
6. Provide site based professional development and support for WICOR strategies.

**APPLICATION PROCEDURES:** Submit one application and one Letter of Interest to your site Principal:

**APPLICATION DEADLINE: Friday, May 24, 2019**