

GORHAM SCHOOL DEPARTMENT

TITLE: PLCSS Steering Committee

QUALIFICATIONS:

1. Professional level certificate issued by the Maine Department of Education
2. A minimum of three years of experience as an educator

REPORTS TO: Superintendent of Schools

JOB GOAL: To provide assistance to all educators seeking higher level certification and/or renewal of professional certification and to assure that quality, well-trained professionals are recommended for certification, recertification and renewal.

RESPONSIBILITIES:

1. Oversees the operation of the entire Support System Plan.
2. Assists all Gorham educators, guidance counselors, media specialists and special education faculty in securing state certification and endorsement.
3. Assigns local recertification credits for inservice activities submitted for pre-approval.
4. Approves Professional Certification Action Plans and makes recommendations to the Commissioner of the Maine Department of Education.

WORK YEAR: Teacher contract. Salary and benefits to be established by the School Committee.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the School Committee's policy on evaluation.

NOTE: The above job description reflects the general requirements necessary to describe the principle functions or responsibilities of the job identified and shall not be interpreted as a detailed description of all work requirements that may be inherent in the job, either at present or in the future.

January 2012