

Employer Information	
Facilitator for the 2024-25 Supportive Environments Professional Learning	Date of Request: 5/20/24
This T-IV opportunity is for individuals to facilitate <i>Supportive Environments</i> professional development sessions for staff at their own schools. The year-long <i>Supportive Environments</i> professional development series will be offered to school staff on District-wide PD days during 2024-25. This T-IV opportunity is for one school year only. <i>Supportive Environments</i> sessions will address a range of content, including relationships; equity; student behavior; social-emotional learning; trauma; mental and behavioral health; and restorative practices. Connections within and across these topics will be emphasized and sessions will provide staff with opportunities to practice, plan, and reflect on new strategies and content. This will be a school-based position. Each school leader may <u>select up to three facilitators*</u> for the 2024-25 school year to lead the Supportive Environments sessions for their school. School leaders should select staff they feel have the ability to train their colleagues in the three main domains of the Supportive Environments series: 1. School Climate & Culture Tier 1 programming/Social-Emotional Learning, 2. Mental & Behavioral Health 3. Behavior/Discipline *School's can identify 1-3 facilitators. It is recommended that identified facilitator(s) have expertise in the 3 main domains. These facilitators will receive pre-designed content from the Supportive Environments Team that can be tailored for schools along with school leadership. The key is to deliver impactful training that will resonate with each school community. Facilitators will receive training and support via Zoom sessions prior to each PD date. This T-IV facilitator position requires the selected individuals to contribute to the 2024-25 district-wide professional learning cycles by: • Facilitating up to 7 in-person, synchronous <i>Supportive Environments</i> PD sessions throughout the year for their own school community. Sessions will range in length from 60 minutes to 2 hours. • Participating in all facilitator training and planning sessions for Supportive Environments sessions in identified content areas ((1) School Climate & Culture Tier 1 programming/Social-Emotional Learning; (2) Mental & Behavioral Health, (3) Behavior/Discipline). PD will be delivered during contracted working hours. Therefore, facilitators will not be paid for delivering the sessions. However, facilitators will be paid for the following: • Up to 2 hours of prep time prior to each <i>Supportive Environments</i> PD session paid at EC or OT rate. ○ To see what rate applies to you see below: ■ Up to 1 hour at the PD or OT rate for attending the Zoom facilitator training session prior to each session. August's training will be 2 hours and include a one hour overview on the series as a whole for the school year. ■ Facilitators can earn up to a maximum of 22 hours of pay at their contracted PD/EC/OT rate during the school year by attending all training sessions and completing all prep time for each PD session.	

The following roles are eligible at the following rates:

PD rate: All PFT Members

EC rate: All PFT Members

The following roles are not eligible for supplemental pay:

Climate Managers/Assistant Principals/Clinical Social Work Coordinator

Job Responsibilities

- Facilitate up to 7 PD sessions over the course of the 2024-25 school year. This includes all of the following 7 district-coordinated PD dates:
 - August 21st or 22nd to be determined by schools on what works best for them (Mandatory)
 - September 27th (Optional)
 - December 13th (Optional)
 - January 3rd (Optional)
 - February 7th (Optional)
 - May 9th (Optional)
 - June 11th or 12th to be determined by schools on what works best for them (Optional)
- As a facilitator, deliver a pre-designed PD in-person to your school. Facilitators will have the option of designing activities, breakouts, or other delivery methods to suit their presentation style and engage participants at their school.
- Communicate any conflicts or issues proactively with the *Support Environments* team.
- Collaborate with co-presenters and other colleagues
- Administer feedback surveys to participants

Minimum Requirements

- One year experience of engaging with students as part of their daily work
- Demonstrates effective communication skills and content expertise in the areas addressed by *Supportive Environments* Professional Learning Cycle
- One year of experience in facilitating adult learning and delivering professional development
- One year of experience delivering professional development in person at their school

Specific Criteria

Specific Criteria source material

- Has no unsatisfactory documents in applicant's personnel file from the past 18 months
- Has an excellent record of attendance and punctuality during the last three (3) years (defined as no more than 18 occasions of personal illness, excluding one extended period of illness)

School: N/A

Region: Central Office

Dates:	Monday	Tuesday	Wednesday	Thursday	Saturday	Sunday
Hours:	Varies	Varies	Varies	Varies	Varies	Varies



The following roles are eligible:

All PFT Members

The pay rate will be the applicable PD and EC rate.

The following roles are not eligible for supplemental pay:

Climate Managers/ Assistant Principals/Clinical Social Work Coordinator

Facilitators who elect to participate in all Supportive Environments sessions and training will have the opportunity to receive payment for up to 28 hours of work during the 2024-25 school year.

Note: Rates for additional roles will be verified by the Office of Class and Compensation

Start Date: July 1, 2024

End date: June 30, 2025

Office Requesting Announcement: Office of Student Support Services

Applicants should submit the following documents directly to their Principals.

1. A cover letter explaining your qualifications to facilitate professional development on a range of content, including relationships; equity; student behavior; social-emotional learning; trauma; restorative practices; and mental health. The letter should detail any previous experience you have presenting on the content areas and expertise in the three domains of the Supportive Environments Series.

2. Current resume

Principals will select the candidate(s) for the posting for their schools. Notifications for decisions will be communicated by June 14, 2024

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