

### **Department Chairperson**

English – Tarah Threadgill

Math – Donna Black

Science – Ashley Streebig

Social Studies – DJ Draus

World Language – Michael Lutz

Special Subject Areas – Monica Forrester

Leadership Studies (JROTC) – MGySgt Robert Jadwin

**General Job Description:** The department chair provides instructional leadership and enhances articulation regarding curriculum alignment with standards, the development and implementation of common assessments, and the use of effective instructional strategies that will most appropriately meet the needs of students. The duties of the department chair are critical to the overall educational program of the school and require effective and ongoing communication and collaboration with staff and administration.

### **Essential Duties and Responsibilities:**

- Chair departmental Professional Learning Communities
- Accurately demonstrate knowledge of the content area and approved curriculum.
- Manage the department in a manner that promotes positive and productive relationships between colleagues, students, parents and community.
- Demonstrate a willingness to examine and implement change necessary to produce efficient and effective systems and increase student achievement.
- Make recommendations for high school master schedule.
- Attend Instructional Leadership meeting.
- Follow board policies and administrative rules and regulations.
- Provide leadership to department committees for new text adoptions, and recommend supplementary materials for his/her department. Inventory textbooks and equipment as needed by the administration.