

Job Description and Labor Market Review Cycles by Position

Year 1

ASSISTANT COOK
BILINGUAL EDUCATION ASSISTANT
CHARTER SCHOOL SECRETARY
COOK
CROSSING GUARD
ELEMENTARY SECRETARY
FAMILY SERVICES FACILITATOR
FIRST COOK
FOOD SERVICES SUBFINDER
GENERAL SCHOOL ASSISTANT
GENERAL SERVICES CLERK
HALL MONITOR
HEALTH CARE ASSISTANT
HEADSTART ASSISTANT
INSTRUCTIONAL MEDIA CLERK
IT SUPPORT SPECIALIST
LIBRARY ASSISTANT III
MONTESSORI ASSOCIATE II
OT/PT ASSISTANT
PARKING LOT ATTENDANT
PARTNERSHIP COORDINATOR
SECONDARY OFFICE ASSISTANT
SIGN LANGUAGE INTERPRETER
SKILL CENTER ASSISTANT
SPECIAL EDUCATION ASSISTANT
SPECIAL EDUCATION ASST TECH

Year 2

ACADEMIC SERVICES SECRETARY
ACCTS PAYABLE/ACCTS RECEIVABLE
ASSESSMENT SECRETARY
ATHLETICS ASSISTANT
BUILDING AND GROUNDS SECRETARY I
BUILDINGS AND GROUNDS SECRETARY II
CENTRAL SERVICES RECEPTIONIST
CENTRALIZED ENROLLMENT SECRETARY
CUSTODIAN 1ST SHIFT
CUSTODIAN 2ND SHIFT
CUSTODIAN 3RD SHIFT
CUSTODIAN SCHOOL YEAR
DUPLICATING CENTER OPERATOR
EARLY LEARNING SECRETARY
FINANCIAL SECRETARY – HIGH SCHOOL
FINANCIAL SECRETARY/REGISTRAR – MIDDLE SCHOOL

FOOD AND NUTRITION BOOKKEEPER
FOOD AND NUTRITION SUPPORT SPECIALIST
GARBAGE HAULER
HAULER
HEADSTART SECRETARY
HR ADMINISTRATIVE SECRETARY
INFORMATION TECHNOLOGY CLERK
INFORMATION TECHNOLOGY FIELD TECHNICIAN
INFORMATION TECHNOLOGY SECRETARY
INFORMATION TECHNOLOGY SUPPORT SPECIALIST
INFORMATION TECHNOLOGY SYSTEMS TECHNICIAN
INFORMATION TECHNOLOGY TECHNICIAN – LEAD
INSTRUCTIONAL MEDIA SECRETARY
LEAD CUSTODIAN
MAINTENANCE I
MAINTENANCE I – GROUNDS SUPERVISOR
MAINTENANCE II
MAINTENANCE II – ELECTRICIAN/HVAC/PLUMBER
PAYROLL & BENEFITS SPECIALIST
PAYROLL CLERK
PAYROLL SPECIALIST
REGISTRAR – HIGH SCHOOL
SECONDARY OFFICE ASSISTANT
SECONDARY SCHOOL SECRETARY
SPECIAL EDUCATION REGISTRAR
SPECIAL EDUCATION SECRETARY
STUDENT INFORMATION SYSTEM SUPPORT
STUDENT SERVICES SECRETARY
SUBSTITUTE SYSTEM OPERATOR
TRUCK DRIVER-SCHOOL LUNCH
WAREHOUSE

Year 3

ACADEMIC SERVICE COORDINATOR
ADAPTIVE EDUCATION
ADAPTIVE MUSIC
ADAPTIVE PHYSICAL EDUCATION
AGRICULTURE
ALTERNATIVE EDUCATION
ALTERNATIVE EDUCATION INSTRUCT
AMERICAN INDIAN COORDINATOR
ART
ASL

Job Description and Labor Market Review Cycles by Position

ATODA COORDINATOR
AUDIOLOGIST
BAND
BIOLOGY / LIFE SCIENCE
BUSINESS EDUCATION
CHARTER SCHOOL TEACHER
CHEMISTRY
COACH/INTERVENTIONIST
COMPETENCY COMPONENT
DEAF/HARD OF HEARING
DRAMA
EARLY CHILDHOOD
EARLY CHILDHOOD SPECIAL ED
EARLY LEARNING SPED COOR
EARTH SCIENCE
EC4T/HEAD START
ELEMENTARY SPED COORDINATOR
ENGLISH
ENGLISH LANGUAGE LEARNERS
ENGLISH LEARNERS COORDINATOR
FACILITATOR
FAMILY/COMMUNITY PRTNERSHP CRD
FAMILY/CONSUMER EDUCATION
FIFTH GRADE
FIRST GRADE
FOURTH GRADE
FRENCH
GERMAN
GIFTED AND TALENTED
GIFTED AND TALENTED COORDINATOR
HEADSTART PROGRAM COORDINATOR
HEALTH
INSTRUCTIONAL COACH
JAPANESE
KINDERGARTEN
MONTESSORI TEACHER
LANGUAGE ARTS
LIBRARY MEDIA COORDINATOR
LIBRARY MEDIA SPECIALIST
LITERACY COACH
MARKETING
MATH - TITLE I
MATHEMATICS
MUSIC
OCCUPATIONAL THERAPIST
ORCHESTRA

PBIS COACH
PBIS COORDINATOR
PHYSICAL EDUCATION
PHYSICAL THERAPIST
PHYSICS
PSYCHOLOGIST
READING
READING - TITLE I
READING PARTNERSHIP COORDINATOR - TITLE
RESOURCE - TITLE I
SCHOOL AGE PARENT COUNSELOR
SCHOOL COUNSELOR
SCHOOL NURSE
SCHOOL/COMMUNITY LIAISON
SCIENCE
SECOND GRADE
SECONDARY SPECIAL EDUCATION
SECONDARY SPED COORDINATOR
SIXTH GRADE
SOCIAL STUDIES
SOCIAL WORKER
SPANISH
SPECIAL EDUCATION
SPECIAL EDUCATION PARENT FACILITATOR
SPEECH LANGUAGE PATHOLOGIST
SPEECH/LANGUAGE COORDINATOR
SUPPORT SERVICES FACILITATOR
TEACHER ON SPECIAL ASSIGNMENT
TECHNOLOGY EDUCATION
TECHNOLOGY INTEGRATION
THEATER
THIRD GRADE
TRANSITION COORDINATOR
TRANSITION SPECIALIST

Year 4

ADMINISTRATIVE ASSISTANT
BUILDING ENGINEER
BUILDING SERVICES MANAGER
EXECUTIVE ASSISTANT
FACILITIES PLANNING MANAGER
FINANCE MANAGER
HOMELESS & HOMEBOUND COORDINATOR
HR SYSTEM &PROJECT SPECIALIST

Job Description and Labor Market Review Cycles by Position

HUMAN RESOURCES MANAGER
INFORMATION ANALYST
KITCHEN MANAGER
PAYROLL MANAGER
PURCHASING MANAGER
SAFETY COORDINATOR
SENIOR ACCOUNTANT
STUDENT INFORMATION SPECIALIST
TECHNOLOGY COORDINATOR
TECHNOLOGY LEAD SYSTEMS ENGINEER
TECHNOLOGY SERVICE SUPERVISOR
TECHNOLOGY SYSTEMS ENGINEER

Year 5

ASSISTANT PRINCIPAL/ATHLETIC DIRECTOR- 12 MONTH
ASSISTANT PRINCIPAL-10 MONTH
ASSISTANT PRINCIPAL-11 MONTH
DIRECTOR OF ACADEMIC SERVICES
DIRECTOR OF ASSESSMENT
DIRECTOR OF BUILDINGS & GROUNDS
DIRECTOR OF EARLY LEARNING
DIRECTOR OF FOOD & NUTRITION
DIRECTOR OF SPECIAL EDUCATION
DIRECTOR OF STUDENT SERVICES
DIRECTOR OF TECHNOLOGY
ELEMENTARY PRINCIPAL
EXECUTIVE DIRECTOR
HIGH SCHOOL PRINCIPAL
MCKINLEY PRINCIPAL
MIDDLE SCHOOL PRINCIPAL