

JOB DESCRIPTION MANUAL

**BOARD OF EDUCATION
CLINTON TOWNSHIP**

**Support Services
Certified**

TITLE:	NJ Sustainable Schools Program Manager (Stipend Position - Grant Funded)
QUALIFICATIONS:	Valid NJ Educational Services Certificate
REPORTS TO:	Director of Curriculum, Instruction & Grants
JOB GOAL:	<p>The qualified teacher will manage the district's NJ Sustainable Schools Program. Responsibilities include but are not limited to the following:</p> <ul style="list-style-type: none">• Convene and lead the CTSD Green Team.• Create a project plan that will help CTSD work towards earning certification.• Work with representatives from each school and the administration to ensure good communication and an integrated district-wide approach.
TERMS OF EMPLOYMENT:	Salary and work year to be determined by the Board of Education.
ANNUAL EVALUATION:	Performance of this job will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluations of certified staff.
APPROVED BY:	Superintendent of Schools
DATE:	January 22, 2024
ACCOUNT CODE(S):	TBD