

## **2.0. Human Resources**

### **2.B. Position Descriptions**

#### **Community Learning Co-ordinator**

##### **Policy Reference:**

Under the supervision of the school principal the learning co-ordinator will contribute to the school learning environment by supporting students and increasing engagement with the local community.

##### **SPECIFIC RESPONSIBILITIES:**

- Act as community liaison and represent the school in the local community and to parents.
- Organize and facilitate community and school events.
- Organize and facilitate school out-trips.
- Create and maintain partnerships between school and community organizations and businesses.
- Support learning within the school environment.
- Mentor students in the development of independent learning strategies.
- Organize and facilitate international student programming in the school environment if needed.