

Snohomish School District No. 201
Snohomish, Washington
Job Description

Job Title: **Debate Advisor**
Status: Extra-Curricular Non-Athletic
Division: Schools
Department: Secondary
Supervisor Job Title: Principal
Next Higher Supervisor Job Title: Superintendent

General Description: Under the direction of the Principal, is responsible for facilitating the organization and implementation of the Debate Team. This position may include, but not be limited to, the following performance responsibilities, qualifications, knowledge, skills and abilities.

Performance Responsibilities:

- Oversees and coordinates after-school meetings and scrimmages
- Plans, organizes and guides students in strategies for competition at tournaments
- Completes all requisite paperwork and travel arrangements for tournaments, some of which are out of state and last for several days
- Completes all requisite paperwork and travel arrangements for tournaments, some of which are out of state and last for several days
- Evening and weekend hours required during debate season
- Ensures appropriate supervision occurs for all events
- Ensures that all revenues/expenditures comply with appropriate accounting procedures, especially ASB
- Performs other duties as assigned

Qualifications:

Education and Experience

- Ability to mentor, motivate and support students with varying levels of experience
- Valid teaching certificate strongly preferred
- If appropriate to the position, must have, or obtain, Authorization to Transport Students which includes holding current First Aid CPR certification

Knowledge, Skills, and Abilities

- Knowledge of fiscal management
- Ability to successfully employ effective teaching methods
- Ability to develop and maintain effective management strategies
- Ability to develop and follow a budget
- Ability to interact positively and confidentially with students, fellow workers, and the general public
- Ability to exercise sensitivity in dealing with individuals of diverse socio-economic backgrounds, cognitive and physical abilities as well as with individuals of diverse cultural and ethnic backgrounds

The statements above are intended to describe the general nature of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities and qualifications of personnel so classified.

Employee Signature: _____

_____ Date

SSD Approval: _____

Darryl Pernat, Executive Director of Human Services

_____ Date