

<b>Policy Subject</b>  DUTIES OF CHALLENGE COORDINATOR	<b>Location Code</b>  302.33	<b>Adoption Date</b>  1/11/82
	<b>Rescinds/Amends</b>	<b>Adopted</b>

**REQUIREMENTS:** Bachelor's Degree in Education from an accredited university or college  
Valid, current Nebraska teaching certificate  
Endorsement in gifted education

**REPORTS TO:** Director of Instruction

**RECEIVES GUIDANCE FROM:** Director of Instruction

**JOB GOAL:** Overall challenge program review, planning, evaluation, budgeting, and  
Teacher inservice

**TERMS OF EMPLOYMENT:** 201 days. Salary and work year to be established by Board of Education

**EVALUATION:** Evaluated annually in accordance with provision of Administrative personnel

**ESSENTIAL FUNCTIONS:**

- Provides student identification for challenge programs.
- Liaison with external organization concerned with gifted students and serve on NCEE committee.
- Develop district site report on gifted education.
- Provided teacher information and arrangement for inservice opportunities in gifted education.
- Provides leadership on the challenge curriculum committee.
- Establishes long-range plan and evaluation.
- Provides identification and testing for sixth grade-accelerated math.
- Works with Junior High Challenge electives, accelerated math sequence, and English, reading and writing workshops.
- Works with counselors on effective education of the gifted.
- Assists and AP and Honor classes at Senior High.
- Coordinates and provides support services for extra-curricular programs and contests such as Scholar's Institute, Guidance Lab, Scholar's academy, OM, Knowledge Master. And Quiz Bowl.
- Assists secondary and elementary administration and facilitators in enhancing and supporting building program quality.
- Provides resources, journal articles concerning gifted education, and challenge activities to facilitator's.
- Coordinates ESU gifted consultant's time allotment for Norfolk Public Schools.
- Provides enrichment opportunities for all students.