

FLEMINGTON-RARITAN REGIONAL SCHOOLS

JOB DESCRIPTION

TITLE: Anti-Bullying Coordinator

QUALIFICATIONS:

- The Anti-Bullying Coordinator shall be a member of the Professional Staff
- The Anti-Bullying Coordinator shall be a certified administrator or teacher

REPORTS TO: Superintendent of Schools

JOB GOAL: To oversee implementation of P.L. 2010 Chapter 122 and conduct the annual district monitoring to ensure continuing compliance and to take a leadership role in identifying and eliminating harassment, intimidation and bullying (HIB).

PERFORMANCE RESPONSIBILITIES:

1. Coordinate and strengthen the School District's policies to prevent, identify, and address HIB of students.
2. Meet at least twice a school year with the School Anti-Bullying Specialists in the District to discuss and strengthen procedures and policies to prevent, identify, and address HIB in the District. Provide data, in collaboration with the Superintendent, to the NJDOE regarding investigations and incidents of HIB involving students
3. Coordinate in-service and other training sessions related to HIB.
4. Serve as a resource person to administrators and teachers on issues related to the implementation of the District's HIB Policy.
5. Assist in the investigation of incidents of harassment, intimidation or bullying in the school district when a staff member is being accused of such behavior.
6. Execute such other duties related to school HIB as requested by the Superintendent.

N.J.A. . A:7, Equality in Educational Programs and Title IX, Prohibiting Sex Discrimination in Education (Education Amendments of 1972)

TERMS OF

EMPLOYMENT: Appointment is for a twelve-month work year with no additional compensation.

EVALUATION: Performance of this job will be evaluated annually in accordance with the Board's policy on evaluation of certified staff.

APPROVED: June 20, 2011

REVISED: May 6, 2013, July 24, 2013