

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: Community School Program Specialist I

JOB CODE: 4014

DEPARTMENT: Schools      PAY GRADE: 5 (GO)

DATE: 08/08/24

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**BASIC OBJECTIVES**

This position is responsible for supervising a community school program with multiple activities and an enrollment of 150 or more participants.

**JOB TASKS/RESPONSIBILITIES**

1. Supervises a community school program with multiple activities.
2. Responsible for an enrollment of 150 or more community school participants.
3. Performs related work as required or as assigned.

**PHYSICAL REQUIREMENTS**

This is sedentary work which requires the following physical activities: sitting, finger dexterity, grasping, talking, hearing and visual acuity.

**MINIMUM QUALIFICATION REQUIREMENTS**

1. Graduation from high school or an equivalent recognized certificate.

Prior revision date(s): 06/29/09