**Summary of position:**

The SEL Team Lead will model social and emotional competence while motivating, guiding, and keeping the site’s SEL team organized and on task. The SEL Team Lead is the main champion and organizer behind a school community’s efforts to adopt sitewide social-emotional learning. The team lead can be a teacher, counselor, administrator, support staff, OST staff, or any other staff member who has the flexibility and commitment to lead the SEL team.

**Primary functions:**

* Schedule regular SEL Team meetings (at least monthly in the first year). Thoughtfully consider each SEL Team member’s schedule while setting the timing of the meeting.
* With input from team members, identify roles and responsibilities for all team members.
* With the support of the team, identify goals and next steps to scale the implementation of sitewide SEL, including aligned OST SEL programming.
* Develop and deliver informational presentations about SEL for members of the school community, including school staff, OST staff, parents and community partners.
* Lead communications with school and OST programs, families, students, and community members on the status of SEL implementation. Encourage feedback and input from these valued partners in return.
* Monitor progress toward sitewide SEL implementation, including SEL implementation in OST programming.
* Lead efforts to continuously improve the implementation of schoolwide SEL and support adaptations, especially as may be needed in OST programming.

**Qualifications:**

A highly qualified SEL Team Lead will be:

* Passionate about promoting social and emotional learning as an essential part of every child’s education.
* An employee with the flexibility and commitment to attend meetings and do light preparation work.
* A highly organized, big-picture thinker who is eager to move schoolwide SEL forward and is inclusive of all programs and activities conducted within the school setting.
* Able to earn the trust and respect of peers.
* Willing to grow own knowledge and skills of SEL.
* Willing to develop expertise with the *CASEL Guide to Schoolwide SEL*.