

BRUNSWICK SCHOOL DEPARTMENT JOB POSITIONS

ADMINISTRATION

superintendent of schools
assistant superintendent of schools
director of special services
curriculum coordinator
director of athletics

BUSINESS

business manager
bookkeeper
payroll/benefits clerk
accounts clerk
secretary

EDUCATIONAL TECHNICIANS/RESOURCE ASSISTANTS

ed.tech. I, II, ,III
resource assistants: reading/math/e.s.l./a.s.l. interpreter
restorative learning specialist (The REAL School)
ed.tech. II/library assistant (one in each school)
ed.tech. II/audiovisual assistant (Brunswick High School)

note: the following indicates requirements:

ed.tech. I: requires a high school diploma
ed.tech. II: requires 2 years post secondary education or 60 hours of approved study
ed.tech. III: requires 3 years post secondary education or the equivalent of 90 hours of approved study

FACILITIES, GROUNDS & FOOD SERVICE

director of facilities, grounds & food service
bus driver/custodian
head groundskeeper
groundskeeper
head custodian
food service manager
food service specialist I
food service specialist II
food service worker I and II
food service worker (substitute)

GUIDANCE

guidance director (Brunswick High School)
guidance counselor (Brunswick High School)
guidance counselor (Brunswick Junior High School)
guidance counselor (Harriet Beecher Stowe School)
guidance counselor (Coffin School)

LIBRARY

library media specialist (Brunswick High School)
ed.tech. II/library assistant (Brunswick High School)
ed.tech. II/library assistant (Brunswick High School)
ed.tech. II/library assistant (Brunswick Junior High School)
ed.tech. II/library assistant (Harriet Beecher Stowe School)
ed.tech. II/library assistant (Coffin School)

PRINCIPALS

- high school principal
- assistant high school principal
- junior high school principal
- assistant junior high school principal
- elementary principal (Harriet Beecher Stowe School)
- assistant elementary principal (Harriet Beecher Stowe School)
- elementary principal (Coffin School)

SECRETARIES

- administrative secretary II (one in each school)
- administrative secretary to the superintendent
- administrative secretary II for special services
- administrative secretary II for the business office & to the assistant superintendent
- administrative secretary II (part time for central office)
- administrative secretary II (The REAL School)
- secretary/ed.tech. I-general
- secretary/ed.tech. II-general for special services
- secretary/ed.tech. I-general I for facilities, grounds & food service

SPECIAL SERVICES

- director of student services
- special education coordinator/department head
- special education teacher-all disabilities
- occupational therapist
- physical therapist
- speech pathologist
- administrative secretary for special service
- social worker
- certified school psychological services provider/psychological examiner

TEACHERS and ADDITIONAL TEACHER RESPONSIBILITIES

- teacher (Brunswick High School)
- teacher (Brunswick Junior High School)
- teacher (Harriet Beecher Stowe School)
- teacher (Coffin School)
- alternative education teacher
- English as a second language teacher
- talent development teacher
- class advisor (Brunswick High School)
- department chair (grades 6-12)
- team leader (grades 6-8)
- team leader (grades k-5)
- intervention teacher: math & reading
- special education teacher (all disabilities)

TECHNOLOGY

- director of technology integration
- technology integrator
- technology network administrator
- technology systems administrator
- technology support specialist
- district data specialist

TRANSPORTATION

- director of transportation
- head mechanic
- bus driver/custodian
- mechanic/bus driver

OTHER

- school nurse
- substance abuse counselor (contracted)
- school resource officer