



Dr. Jay D. Badams  
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**Professional Learning Institute (PLI) Operations Committee**

Positions Available:  
(Elementary Certification—3)  
(Mid or Secondary Certification—5)

**Title:** Professional Learning Institute Operations Committee

**Location:** Administration Building

**Salary:** Payment will be made at the contractual rate.

Off-site work time will be compensated upon completion/submission of agreed-upon tasks for agreed-upon hours.

**Requirements:**

Candidates must:

- Be an EEA member who presented in the Professional Learning Institute during 2015 or 2016
- Sign a confidentiality agreement prior to RfP review and attendance handling/ accounting

**Responsibilities:**

- Research and plan professional learning for teachers in Erie's Public Schools
- Review RfPs as they align to district needs
- Troubleshoot implementation challenges and logistics (registrations, schedules, etc)
- Provide on-site support each day of the Institute (after your sessions are satisfied)
- Participate in or conduct meetings during evenings/weekends, and during the summer
- Advocate for the importance of continued professional learning
- Presenter support: Commit to being Point of Contact for 2017 presenters, attend presenter's meetings, and support presenters with development of sessions/materials as needed

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REMOVE: 3:30 PM AUGUST 25, 2016

