

The Superintendent or designee is charged with the responsibility for creating job descriptions for all classes of employees. It is the Board's desire that the job descriptions will include, but not limited to:

- 1) assist employees to meet their duties and responsibilities,
- 2) assist employees and supervisors in the employee evaluation process, and
- 3) encourage the cooperation and collaboration among and between employees needed for maximum efficiency and effectiveness in achieving the work of the District.