



Job Title: **Teacher on Special Assignment, Equity Fellow**

Department: Talent Management
Reports To: Director of Organizational Learning and Equity
Number of Days: 176
Compensation: Teachers' salary schedule
Security Access: Mason Educations Service Center
Overtime Status: Exempt
Last Revised Date: October 17, 2018

Mission and Vision: Tulsa Public Schools is the destination for extraordinary educators who work with our community and families to ignite the joy of learning and prepare every student for the greatest success in college, careers and life. Our mission is to inspire and prepare every student to love learning, achieve ambitious goals and make positive contributions to our world.

Core Values: Our core values guide how we work and interact with each other at every level of the organization. We embrace and embody these values every day:

- **Equity:** All children deserve the opportunity to develop their full academic and social potential. Our diversity is a community treasure, and we must foster an inclusive environment by examining biases and resolving unfair practices.
- **Character:** We are honest, trustworthy and have high standards of behavior. We do the right thing even when it is hard. While we do not always agree, we treat one another with kindness and respect.
- **Excellence:** We work hard together and expect a lot of one another because high standards produce exemplary knowledge, skills, abilities and mindsets.
- **Team:** We care for one another, support the personal and professional development of one another, and work together to improve our community
- **Joy:** Joy at school and at work makes us more productive, because when we create, innovate and imagine, our motivation grows. We want to ensure that everyone knows the excitement that comes from working deeply on a problem, task or concept and experiencing breakthrough moments.

Position Summary: The teacher on special assignment – equity fellow will serve as a direct support to teachers in developing critical consciousness around equity related issues and culturally responsive teaching skills. The fellow will remain abreast of best practices in equity, anti-racism and cultural competence development and use these insights to design, develop and deliver effective professional learning opportunities. The fellow will serve as an advisor, thought partner and support for equity related issues and concerns across the system, including school and district office personnel. The fellow will collaborate both within the district and

across the community to identify, develop, engage in and communicate strategies for achieving equitable outcomes for students.

Minimum Qualifications:

- Oklahoma teaching certificate

Responsibilities and Essential Functions: The following duties are representative of performance expectations. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.

- Provide implementation support for equity projects at all district levels with a focus on leading for equity
- Plan, prepare, and conduct equity-based professional learning opportunities for a variety of stakeholder groups with a focus on building capacity for equity analysis and action
- Support implementation of equity-based strategies in the classroom, including social emotional learning, culturally responsive teaching strategies and restorative practices
- Support equity design analysis, processes and implementation in school and central office environments
- Identify, research, develop and implement diversity, inclusion and/or cultural competence trainings
- Develop and facilitate equity-oriented events that provide opportunity for organizational dialogue
- Create and maintain relevant project documentation
- Support assessment of system needs and development of aligned learning experiences to foster equity orientations
- Display ability to work collaboratively with others on a team
- Perform other tasks, duties, or services consistent with this position as assigned

Skills and Abilities Required: The following characteristics and physical skills are important for the successful performance of assigned duties.

A well-prepared Equity Fellow will have the following skills and dispositions:

- Sound knowledge of issues of diversity, inclusion, equity and cultural competence
- Strong verbal and written communication skills
- Willingness and ability to effectively collaborate with teachers, leaders, parents, students, and district personnel
- Expertise in working with teams and individuals
- Ability to develop and support schoolwide and individual equity plans
- Ability to collect and analyze data from a variety of sources, make recommendations and plans based on data, and evaluate results of data-driven plans
- Strong sense of personal identity and willingness to examine identity as a lever in engaging in diversity, inclusion and equity work
- Exceptional social emotional intelligence
- Willingness to continually examine and confront inequities

An equity fellow must be able to:

- Communicate with and create connections between culturally diverse adult populations
- Understand the role of equity in the broader system
- Conduct research and share findings from educational research, policy and practice around equity
- Support change work for a variety of constituents, including teachers, school leaders and district teams
- Connect individual, team and school equity goals to the larger organizational strategy
- Take initiative to generate ideas and solutions, solve problems, and support colleagues
- Support teams to expect and accept non-closure and lean into discomfort of challenging conversations

Supervisory Responsibilities:

- This role does not directly supervise any individuals

Working Conditions: Exposure to the following situations may range from remote to frequent based on circumstances and factors that may not be predictable.

- Subject to stress caused by a changing environment, tight deadlines and heavy workload
- Be able to sit for long periods of time without a break
- Frequent use of electronic mail
- Accidents improbable outside of minor injuries, such as cuts, scrapes, or bruises
- No exposure to chemical or health hazards
- Primarily require working indoors in environmentally controlled conditions
- Normal effort or occasional periods of light physical activity

Tulsa Public Schools is committed to building a diverse and inclusive team of individuals who contribute to the district's mission with their talents, skills, and energy. Tulsa Public Schools is an equal opportunity employer and does not discriminate on the basis of race, religion, color, national origin, sex, sexual orientation, gender expression, gender identity, pregnancy, disability, genetic information, veteran status, marital status, age, or any other classification protected by applicable law.

Tulsa Public Schools also provides reasonable accommodations to qualified applicants and employees with disabilities. If you need an accommodation during the application process, please contact the district's talent management department at 918-746-6310 or the district's human rights and Title IX coordinator at 918-746-6517. You can also direct your request for accommodation in writing to the Tulsa Public Schools Education Service Center, Attn: Talent Management, 3027 S. New Haven Ave., Tulsa, OK 74114-6131.