



ACADEMIC DECATHLON/ KNOWLEDGE BOWL ADVISOR

District of Scholars, Achievers, Champions

Board Revision Date 02.09.11

BRIEF DESCRIPTION OF POSITION:

Under the supervision of the Principal, or designee, the Academic Decathlon/Knowledge Bowl Advisor organizes and coordinates the Academic Decathlon and Knowledge Bowl program at the school site.

MAJOR DUTIES AND RESPONSIBILITIES:

- a. Recruits teams for Decathlon/Knowledge Bowl competitions. **E**
- b. Holds appropriate meetings with students to prepare them for competition. **E**
- c. Assembles appropriate materials; arranges for relevant speakers; holds practice sessions to prepare for competition. **E**
- d. Coordinates plans for competition with appropriate agencies/other advisors. **E**
- e. Supervises students in competitions. **E**
- f. Develops a summer time reading list from the guides provided by the Knowledge Bowl program. **E**
- g. Develops a systematic program to inform school personnel regarding the Knowledge Bowl and Academic Decathlon programs. **E**
- h. Provides appropriate status reports to site administrative staff. **E**
- i. Fulfills other duties as required to appropriately field teams for competitions.

PHYSICAL CHARACTERISTICS:

Must be able to bend, stoop, reach, lift and stand for prolonged periods; see to read fine print and for depth perception; use hands and fingers to perform tasks; speak clearly and hear well enough to communicate effectively.

STIPEND: Extra Duty Pay Salary Schedule