

## **Subject Area Committee (SAC) Member**

### **PURPOSE**

The purpose of a Subject Area Committee (SAC) is to align, write and review content curriculum grades K-12 for the subject area. This process ensures that teachers and district personnel have a voice in the content covered in courses taught at Sweetwater County School District #1.

### **ROLE SUMMARY**

Each SAC member will be a liaison who represents grade level content and/or course content through the curriculum process in an effective and collaborative manner over a 3-4-year period of time. The focus of the curriculum time will include: establishing a deep understanding of the standards, creating subject mission and purposes, writing content outcomes and components and modifying, revising, integrating or developing common assessments aligned to the standards. These processes are likely to include: analysis, planning, implementation, and evaluation of student progress and instructional decision-making.

### **REQUIREMENTS**

- Strong content knowledge
- Demonstrated ability to enable collaboration across a team of teachers
- Demonstrated ability to create a positive work environment
- Excellent interpersonal skills
- Well respected among peers
- Able to establish trust with peers
- Willingness to work well with others and share responsibilities for improving student outcomes
- Make strategic decisions
- Takes initiative to solve problems and manage conflicts

### **RESPONSIBILITIES**

- Analyze current curriculum and identify problems and gaps
- Create subject mission and purposes
- Write outcomes (benchmarks) and components (underpinnings)
- Create and/or revise common assessments and criteria
- Make revisions to the curriculum
- Research and provide input for resources
- Attend and participate in SAC meetings during the initial phase (year 1)
- Commit to meeting two half-days during the second phase (year 2) to validate curriculum after implementation year and research resources
- Commit to supporting implementation of resources and assessment writing during phase three (year 3)

### **TRAINING**

- Professional development training to create subject mission and purpose, write outcomes and components and revise and/or create common assessments will be provided during the trainings