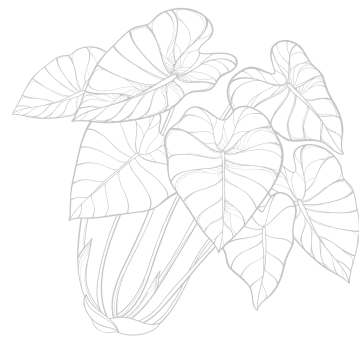


Kūlana Limahana Kākōo Kaiapuni DL Support Positions



Full-Time Curriculum/Technology Coordinator

Full-Time Counselor/Registrar

Minimum Qualifications

- Familiarity with Google Suite programs
- Functional understanding of 'ōlelo Hawai'i in a school setting

- Familiarity with Google Suite programs
- Functional understanding of 'ōlelo Hawai'i in a school setting

Job Duties

- Support Kaiapuni DL teachers to design, deliver and evaluate curriculum, instruction and assessment completely in 'ōlelo Hawai'i (preferred) through Kaiapuni DL activities
- Provide support to approximately 20 DL courses and approximately 300 DL students
- Plan and provide opportunities for collaboration
- Manage shared curriculum platform
- Communicate with Kaiapuni DL Program families
- Support registration in supplemental learning platforms
- Assist in organizing items in a shared Google Service Account
- Participate as needed in training, induction and professional development
- Hours:
 - Normal school-day hours
 - Optional evening and weekend hours

- Manage course schedules and rosters
- Be responsible for managing courses for approximately 20 DL courses and approximately 300 DL students
- Provide counseling support to all DL students as a part of their regular course schedules
- Input student grades into Infinite Campus
- Manage dual credit college courses
- Facilitate matching between DL students and support counselors/mentors
- Provide identified office hours for Personal Transition Plan (PTP) and college prep support for high school students as appropriate
- Participate as needed in training, induction and professional development
- Hours:
 - Normal school-day hours
 - Optional evening and weekend hours

Inā hoihoi, e leka uila aku iā kuulei.makua@k12.hi.us.