



AVID District Director Roles and Responsibilities

INSTRUCTION | Coaches school and district staff in the use of WICOR® as a means for bolstering rigor in the district, with a focus on supporting high-quality instruction across all schools.

Professional Learning:

- Coordinates professional learning for district and school staff.
- Coordinates training for AVID tutors.
- Coordinates districtwide Site Team activities for AVID Site Teams.
- Supports sites to determine what AVID professional learning is needed and who should attend according to history, data, and site/district goals.
- Supports Site Teams' AVID implementation instruments as part of AVID summer professional learning.
- Collaborates with AVID Regional Support to plan and host AVID professional learning and trainings.

SYSTEMS | Promotes alignment, refinement, and sustainability of college and career readiness through commitment to the AVID Elective and the AVID College and Career Readiness system.

Data Collection and Research:

- Oversees the implementation and certification process.
- Coordinates the collection of data/evidence and uses AVID resources to monitor progress across grade levels and feeder patterns aligned with the AVID Schoolwide Domains (Instruction, Systems, Leadership, and Culture).
- Coordinates the collection of Senior Data accounts and submission.
- Approves and submits all AVID Site Data and AVID implementation instruments to AVID Center.
- Uses resources available to monitor progress and sustainability of AVID.
- Coordinates with other district teams that work within the college and career readiness space.

LEADERSHIP | Understands and develops a district-wide mission- and vision-driven approach to leadership motivated by the “why” and rooted in the AVID College and Career Readiness Framework.

Partnership/Communication with AVID Center:

- Coordinates and accompanies AVID Center staff on AVID coaching days.
- Communicates with AVID Center staff regarding the site/district goal alignment.
- Communicates information and participates in AVID activities, professional learning, and events.
- Supports teams' engagement in AVID Summer Institute, and year-long learning experiences.

Coaching and Support to Sites:

- Supports AVID Instructional Leadership/Administration team at each site based on the needs identified in the site/district plan.
- Meets with the AVID Site Team at each site to facilitate progress toward their AVID site goals.
- Meets with the principal at each site to provide administrative support for implementing and sustaining AVID.
- Coordinates K–12 feeder pattern meetings.

CULTURE | Fosters and promotes an intentional culture throughout the district that aligns to the AVID College and Career Readiness Framework and ensures all students receive what they need.

Building a Structure of Support:

- Coordinates the development and formation of a District AVID Team, composed of key decision makers, key implementers, and key instructional leaders from each level of the AVID College and Career Readiness System.
- Supports AVID site events, end-of-year recognition events, and transitionalevents.
- Coordinates and facilitates districtwide and/or AVIDcommunity events.
- Provides AVID information sessions.
- Works with college/university staff to develop partnerships.