

JOB SHARING PROPOSAL (4+ Years)

School Year – 20__/20__

Only two certificated employees may share one (1) full-time position. At least one (1) of the certificated employees must have one or more years of successful teaching experience in Jordan School District. An applicant for a job sharing position who is not a current certificated employee of Jordan School District will be considered upon recommendation of the Human Resources Department, the supervising principal and the appropriate area administrator. Teachers desiring to job share will be required to find a qualified, certificated teacher with whom to share the position.

“Job Sharing is only approved for a single contract year. Job share teachers do not have an expectation of continued employment.” DP351

This job sharing plan is proposed by:

Teacher’s Names	Present School Assignment	Present Principal
Teacher’s Names	Present School Assignment	Present Principal

This job share is continuing at:

School	Grade	Principal
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PLANNING: Indicate scheduling plan (weekly plan/ daily plans/ short day planning time for Job Share.)

PARENT CONFERENCING: Explain how each job share person will share the responsibilities of Parent Teacher Conferences.

SCHOOL ACTIVITIES: Describe how each job share person will share and participate in school activities / committees.

ASSIGNED RESPONSIBILITIES: List or describe assigned responsibilities.

I have read the Guidelines for Job Sharing. I understand that this is a one-year assignment, for a single school year, and if I desire to job share next year, I must resubmit a new proposal for consideration. Neither half-time participant shall have an expectation of a continued job share position in a succeeding school year in Jordan School District. The administrators' signatures on this form denote approval for the Job Share. Final acceptance is contingent upon the principal's approval of the job share partner.

Teacher's Signature

Date

Teacher's Signature

Date

APPROVAL:

I accept this job sharing proposal and will implement it for the proposed school year.

Principal's Signature

Date Approved

Area Administrator's Signature

Date Approved

Human Resources Administrator's Signature

Date Recorded in Human Resources