



NORTH COAST SCHOOL OF EDUCATION



REGIONAL ADVISOR ROLES AND RESPONSIBILITIES

Role of Advisor:

The Advisory Board, made up of members from across the region and representative of each co-sponsoring agency, provides oversight and support to the North Coast School of Education (NCSOE). The Advisor's role is to support the program through advisement and in accordance with the NCSOE purpose and mission. The Advisory Board meets at least two times per year and has the responsibility for advising on policy, program implementation, evaluation and fiscal resources and for providing regular and ongoing updates, communication and information to representative co-sponsoring agencies.

Selection and Qualifications of Advisors:

Each sponsor selects their NCSOE Advisor based on program criteria, capacity and interest. Advisors bring expertise, perspective, and opportunities for seamless delivery of services to NCSOE. Their role is important, their input is valued and appreciated and their advice and guidance is utilized in the decision-making process. The Executive Director, Regional Director, the Leadership Team and the regional consortium constituents view each Advisor as an influential and highly qualified leader in Region One. Advisors are authorized by the co-sponsoring agency to fulfill the roles and responsibilities assigned to him or her. Advisors report directly to the Dean of Education or Designee, the County Office of Education Superintendent or Designee, and the District Superintendents regarding the implementation of NCSOE's provision of services to participating teachers.

The Advisory Board's membership includes:

- One district superintendent/designee from each county
- One liaison from each university
- One representative from each COE
- Representatives from Human Resource, Principal, and District Coordinator positions
- Standing Members: Executive Director, Regional Director, Program County Coordinators, Professional Development and Evaluation Coordinators/Curriculum Coordinators/ Specialists

Responsibilities of Advisor:

1. Attend and actively participate in at least two Regional Advisory Board meetings per year.
2. Review program feedback, data and evaluations, as applicable.
3. Advise and make recommendations on policy and procedures.
4. Review the budget as applicable and advise and make recommendations on fiscal issues.
5. Provide feedback to the Executive Director.
6. Participate in program evaluation and on-going accreditation.
7. Act as liaison to other community groups and constituents.
8. Support NCSOE through ongoing communication to the co-sponsoring agency faculty and/or staff.