

TITLE: **ACADEMIC DECATHLON ADVISOR**

QUALIFICATIONS: New Jersey Teaching Certificate

REPORTS TO: Superintendent of Schools and Principal

TERMS: School Year (10 months)

RESPONSIBILITIES INCLUDE:

1. Instill in students a sense of pride and accomplishment for their participation in the decathlon.
2. Actively seek students to participate in the Academic Decathlon.
3. Complete all necessary paperwork for participation in decathlon.
4. Select team of twelve (12) members according to following criteria:
 - a. Grade on a forty-five minute multiple choice tests on social science, English, fine arts, science, economics and mathematics.
 - b. Grade on a forty-five minute writing sample.
 - c. Teacher recommendations.
 - d. Pertinent information from student records, i.e. SAT, PSAT, HSPT, CAT, grades, etc.
 - e. Student reliability related to attendance, etc.
 - f. Select top four with G.P.A. of 3.75 or better, the top four with G.P.A. of 3.00 – 3.75 and the top four with G.P.A. below 3.00.
5. Attend meetings held of Athletic Decathlon committee.
6. Recalculate all G.P.A. values as per Academic Decathlon rules.
7. Distribute student registration forms and forward to Academic Decathlon committee.
8. Forward to athletic committee all necessary guidance form, i.e. transcripts, etc.
9. Order all of the necessary materials.
10. Actively seek resource people to prepare students for contest.
11. Chaperone all contests with students.
12. Attend all awards night for academic decathlon.
13. Analyze all results.
14. Carryout any other duties as deemed necessary by the Superintendent, and Principal as related to above.