

AVID Site Team Member Roles and Responsibilities

**AVID Elective Teacher
District Director
Principal
Vice Principal
Counselor
AVID Coordinator
Teachers
Tutors
Students
Parents
College/University
Community**

AVID Site Team Member Roles and Responsibilities

AVID Elective Teacher:

- Sets high expectations for student achievement and monitors student's progress
- Is a well respected instructional leader and has at least 3-5 years of teaching experience
- Promotes the use of the WICR strategies by all AVID students and in all classes
- Assists in the training of tutors using the AVID tutorial training materials
- Advocates for AVID students, especially with challenges of access and equity in advanced courses
- Assists the Site Team with Certification and Data Collection (including Senior Data collection) and gathers Essentials artifacts to verify levels of performance for the Certification Self-Study
- Is an active member of the Site Team promoting schoolwide use of WICR strategies
- Advocates and provides staff development regarding AVID methodologies for other staff members of the school and district

District Director:

- Ideally, is an assistant superintendent of instruction or curriculum director
- Acts as a liaison between the district office and AVID Center
- Acts as a representative on the regional AVID Advisory Board
- Provides philosophical, moral and financial support to AVID programs within the district
- Coordinates Middle Level and High School programs within the district

Principal:

- Provides philosophical and financial support for AVID teachers, students and tutors
- Acts as a liaison with district administration
- Is an active member of the AVID Site Team
- Supports equity and access of all students to AP[®], honors and other advanced courses
- Supports the AVID Coordinator in the role of selection, assignment and evaluation of AVID tutors
- Coordinates AVID with other categorical and core curricula programs to provide programs alignment
- Communicates and encourages support for AVID teachers, parents and community
- Contacts community partners and organizations for support in obtaining materials, such as computers, notebooks, etc.

Subject Area Teacher:

- Is committed to student success and improved student learning
- Is active in schoolwide reform and restructuring
- Is committed to the AVID philosophy that all students should have equal access to rigorous college prep courses
- Holds high academic expectations of students
- Trained in, understands and enthusiastically implements AVID methodologies, materials and strategies in classroom instruction
- Collaborates with Site Team
- Performs as an advocate for AVID by encouraging other teachers in subject areas to adopt the AVID philosophy through modeling and departmental discussion
- Supports AVID program through attendance at AVID functions and activities
- Refers potential students to AVID Coordinator
- Assists with AVID's Data Collection and Certification processes

Tutor:

- Is trained in AVID methodologies through tutor training given by regional office
- Provides academic support to students to ensure success in rigorous coursework
- Leads subject-specific study groups
- Provides direct instruction under the coordinator's supervision
- Acts as a role model for AVID students
- Visits subject area classrooms to observe and assist AVID students
- Informs coordinator of student progress
- Assists in organization and participates at functions and in activities
- Advocates for AVID tutor program among college peers to build pool of tutors

Students:

- Possess the desire and potential to succeed in rigorous courses
- Are committed to work hard to attain goals
- Exhibit a positive attitude toward themselves and others
- Are open to new experiences in all phases of the program
- Want to become independent learners
- Act as model students in the classroom, taking notes, listening, questioning and being prepared
- Willingly cooperate and collaborate with peers as part of a team
- Share work for the purpose of improving it
- Keep parents informed of academic progress
- Expect and anticipate college enrollment after graduation
- Become actively involved in a variety of campus activities