

Landmark Parent Association

Job Responsibilities Manual

Position: Diversity Chair

LPA Mission Statement:

The purpose of the Landmark Parent Association (LPA) is to cultivate a strong sense of community, to promote good will, to facilitate the exchange of information and ideas between the school and parents, and to support Landmark School in its mission to foster an understanding of language-based learning disabilities.

General Duties: shall work with the Enrichment Committees at the EMS and High Schools to promote events reflecting the diversity of world cultures and races, shall collaborate with area schools on diversity programs, and shall advise the school on approaches to diversify the student body and staff.

Monthly Time Commitment: 1-5 hours a month in addition to LPA meetings varies depending on meeting schedule

Annual Calendar of Specific Duties

- June 08
 - Held Diversity Committee meeting to review plans for upcoming year
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- September 08
 - Attend meeting of Diversity representatives from private schools to help plan North Shore Independent Schools Diversity Dinner.
 - Develop letter and notices to publicize Diversity Dinner to Landmark community
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- October 08
 - Attend North Shore Diversity Dinner
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- December 08
 - Hold Diversity Committee Meeting
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- January 09
 - Meet with H.S. staff re. Diversity programming at the H.S.
 - Hold Diversity Committee Meeting.