

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

12/02 Effective Date	<u>FAMILY SUPPORT ADVOCATE</u> Job Title	1.7.44A Index
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1. Primary Function: Provides case management and wraparound services to families of youth at risk of violence, self-harm, drug or alcohol abuse, or other issues leading to school failure. Works in partnership with schools and community agencies to meet the needs of these youth and their families. Provides screening and support for students with drug/alcohol or violence issues.

2. Responsible to: Coordinator, Student Services

3. Responsibilities:
 - 3.01 Provides referral assistance, case management, and wraparound services to families of students who are screened and/or assessed for violence risk or risk of self-harm or who face other issues that place them at risk for school failure.
 - 3.02 Participates in screening and assessment of high-risk students through school-based and multi-agency youth assessment teams and tracks implementation of supervision or support plans.
 - 3.03 Provides support groups for children of alcoholics and others impacted by alcohol and other drug use, violence, or other related issues.
 - 3.04 Provides individual/group/family support to students involved in drug and alcohol abuse, gang behavior and/or violent behaviors.
 - 3.05 Develops and maintains positive working relationships with community agencies (e.g. mental health, juvenile department, law enforcement).
 - 3.06 Develops and maintains a visible outreach program that facilitates student or family self-referral for services.
 - 3.07 Provides information to staff, parents, and students regarding community resources and activities.
 - 3.08 Plans and provides training for staff and parents related to youth violence, self-harm, drugs or alcohol abuse, or other issues leading to school failure.
 - 3.09 Collects, organizes and maintains data pertinent to the position.
 - 3.10 Other duties as assigned.

4. Key Relationships:
 - 4.01 Coordinator, Student Services.
 - 4.02 Principals, Student Service/CARE Teams, counselors.
 - 4.03 District Program Assistant/Prevention Education.
 - 4.04 Community agencies.
 - 4.05 Building staff.
 - 4.06 Youth Services Teams, Student Threat Assessment Team, and Suicide Assessment Teams.

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5. Minimum Qualifications:

- 5.01 Possession of or ability to obtain a valid Oregon School Counselor or Limited Student Services license.
- 5.02 Three years of experience as a counselor or social worker or other closely related position.
- 5.03 Demonstrated experience in working with drug and alcohol, youth gangs, violence prevention and intervention and/or related fields.
- 5.04 Demonstrated ability in facilitating group process and in organizational skills.

6. Term of Employment: Teacher contract.

7. Salary Level: Placement on teachers salary schedule.

8. Evaluation: Performance of this job will be evaluated in accordance with provisions of the Boards policy on Evaluation of Professional Personnel.

Approved by: _____
(supervisor)

Date _____

Received by: _____
(staff member)

Date _____