



## MINIMUM QUALIFICATIONS

### Education:

Any combination equivalent to: Bachelor's degree in a related field, Master's degree desired. Degree concentrations in social work, psychology or counseling preferred.

### Experience:

Three (3) years leadership experience in social services or with programs that increase family engagement, enhance student achievement and develop cultural/linguistic support systems. Two (2) years experience working with secondary school age at-risk adolescent youth required. Demonstrated experience in systems change work and leading a service delivery function/model is highly desirable.

### LICENSES AND OTHER REQUIREMENTS:

Valid California Driver's License and vehicle insurability to comply with District requirements.

Employment eligibility that includes fingerprint, tuberculosis and/or other employment clearance.

Incumbents in this classification may be required to speak, read and write in a designated second language

## KNOWLEDGE AND ABILITIES:

### KNOWLEDGE OF:

Federal, state, local, and District laws, regulations, policies and practices related to assigned activities  
 Principles, strategies and practices of adult learning theories, group-process facilitation, conflict resolution and outreach  
 Theory and practice in developing and applying intervention methods across a wide range of issues including but not limited to: sexual harassment/assault; alternative dispute resolution; specific gender-based youth intervention; development programs  
 Conflict management techniques and Trauma Informed Care protocols  
 Professional responsibility and ethics in the field of social welfare necessary to manage "grey areas" in confidentiality versus mandatory reporting requirements

Public (preferably secondary education) and nonprofit institutional systems practices and processes  
 Social welfare-specific policies in California secondary (7-12) educational environments  
 Social science and social justice application theory and practice  
 Methods to interpret apply and explain rules, regulations, policies, and procedures  
 Data analysis and presentation techniques  
 Principles and practices of supervision and training  
 Public speaking techniques  
 Technical aspects of field of specialty  
 Operation of a computer and assigned software  
 Oral and written communication skills  
 Interpersonal skills including tact, patience and courtesy

### ABILITY TO: