Gilroy Unified School District
7810 Arroyo Circle
Gilroy, CA 95020

School Linked Services Coordinator
(*Temporary Position* – 2018/2019 School Year)
(*Funding Source*: Mental Health Community Grant)

Work Year: August 2018 – June 2019 (11 months)
Hours: 8:00 am – 5:00 pm
Monthly Salary: $3,500
Work Sites: Office at GUSD Administration Facility and provide support at designated school sites

Mileage: Will be compensated at the IRS mileage rate for travel between school sites from the Gilroy Unified School District Administration Office and for required meetings outside of district.

Employment Requirements: Able to obtain a clear fingerprint clearance from the Department to Justice and FBI through a fingerprint process authorized by Gilroy Unified School District (applicant responsible for the one-time fingerprint clearance fees). Provide verification of clear TB skin test.

Possession of a valid California driver's license and automobile insurance coverage that conforms to California state law as personal vehicle will be used to travel between work sites.

To Apply: Submit a letter of intent, completed application form, resume and two current letters of reference by submitting on-line through EdJoin database (www.edjoin.org). Incomplete applications or applications not submitted through EdJoin *will not* be considered.

Deadline to apply: Friday – July 13, 2018 – 4:00 pm

Job Description – School Linked Services Coordinator

Under the direction of the Program Administrator of District School Climate and Student Attendance and/or designee, the School Linked Services Coordinator acts as a liaison for on campus service providers, families, school staff and the community and champions the School Linked Services vision. Provide oversight and coordination of campus-based services and service providers. Actively engage families, caregivers and the community; grow and manage a campus collaborative consisting of service providers, community members and families and caregivers.

- Identify campus resources and gaps in services areas
- Provide post intervention for student crisis situations and connect students to appropriate services
- Address school climate and safety needs; support training needs of teachers and school staff in the areas of school climate, safety and health
- Develop and/or support data collection infrastructure to assist with data driven decision making and determination of program effectiveness
- Function as a compliment to or part of school's multidisciplinary team or equivalent; coordinate linkage of identified students to appropriate services

- Coordinate school based food pantries and need-based student support programs (back to school supplies, holiday, etc.)
- Support school sites for community and school based events
- Collaborate with district-based programs to support families with resources
- Schedule and facilitate meetings

Skills:

- Ability to interpret quantitative reports on program effectiveness
- Differential application of knowledge; strength based and solution oriented
- Ability to work as part of a multi-disciplinary team
- Engagement skills
- Ability to navigate school/district systems
- Cultural competence
- Effective oral and written communication skills
- Ability to speak with diplomacy and mediate between disparate parties; ability to manage and resolve conflicts

Knowledge of:

- School/District climate and culture; system navigation; child/adolescent development; family, caregiver and community engagement; fund development

Education and Experience:

- Education: BA or BS Degree in social work, counseling, or health related field preferred and a minimum of two years working with children or adolescents

- *Experience with*: Trauma core concepts; diversity-informed practice; child abuse/neglect; substance abuse; domestic violence; evidence-based practices; education laws, practices and policies; diffusing and triaging crisis situations
- Experience working in school –based or community-based programs is preferred
- Experience working effectively with a multi-cultural community and with service agencies or organizations
- Strong organizational, communication, time management, and conflict resolution skills

STATEMENT OF NON-DISCRIMINATION: The District does not discriminate against any persons on the basis of gender, race, color, religion, national origin, ethic group, actual or perceived sexual orientation, marital or parental status, physical or mental disability.