

An Equal Opportunity / Affirmative Action Employer
PROFESSIONAL EMPLOYMENT OPPORTUNITY

DATE OF POSTING: **May 22, 2020**

POSITION: FAMILY ADVOCATE

ASSIGNMENT: PS-2 Elementary
(must be available during the school day with flexibility to work afterschool hours and Saturdays)

RESPONSIBILITIES (include but are not limited to):

- Identify strengths and needs in families
- Work with families to better meet the needs of the family and children to improve outcomes for all
- Act as a mediator between the school and families by helping to educate the professionals in the school on the strengths and needs of the families
- Facilitates family conferences, support groups and community meetings
- Work with multiple community agencies
- Help family members understand how agencies can be of assistance
- Assist families in how to access and receive services
- Provide education to families on various topics
- Conduct home visits
- Assists families with developing plans that foster healthy self-reliance
- Track all visits, meetings, workshops, etc.
- Complete monthly reports and logs for the building administration and Grants office
- Engages in culturally competent practices

QUALIFICATIONS:

- Associates degree or 8+ years of experience working with families in communities and/or schools with demographics similar to the PS-2 community
- NYS Teacher, Teaching Assistant or related certification from NYSED

EFFECTIVE DATE: July 1, 2020 – June 30, 2021

SALARY: \$41,412 (*Pending Grant Approval*)

CLOSING DATE: **June 1, 2020**

Please e-mail a letter of interest, resume and list of four (4) references to:
humanresources@troycsd.org

In accordance with SAVE Legislation fingerprint supported criminal background check
required for selected applicant.

The Troy City School District does not discriminate on the basis of age, race, color, national origin, sex, disability or marital status in employment or any of the educational programs and activities that it offers or operates. We seek and encourage an ethnically and culturally diverse pool of candidates to seek employment with the District when job openings occur.