

LOS ANGELES UNIFIED SCHOOL DISTRICT

Student Health and Human Services

PUPIL SERVICES AND ATTENDANCE COUNSELOR (0543) **SPECIAL ASSIGNMENT: FAMILYSOURCE SYSTEM- LASPD/PSA Diversion** (Multiple Local District Locations)

Background:

The Los Angeles School Police Department's (LASPD) Diversion Referral Program is a problem-solving focused intervention that centers on social-emotional supports and strategies rather than citation or arrest-driven enforcement, when applicable laws and statutes have been violated. Pupil Services and Attendance Diversion Counselors are part of the FamilySource and LASPD Partnership Program, which began in 2014. This program serves students, primarily between the ages of 13-17. Pupil Services and Attendance counselors will focus on working with students and families that are diverted, by providing direct, intensive, case management services.

Job Description:

Applications are now being accepted for the position of Family Source PSA Diversion Counselor. This counselor will provide direct prevention and intervention services, working primarily with families and students referred by Los Angeles School Police Department. In collaboration with other SHHS personnel and school site staff, PSA counselors will serve students by providing intensive case management services. **The position requires an adjusted work schedule to accommodate the needs of parents, including some early evenings, and the effective start date will be August 2022.** Each PSA Counselor will report directly to the FamilySource Pupil Services administrator, under the direction of the Director of Pupil Services. Positions are subject to review for renewal on an annual basis. For additional information regarding the classification, job duties, and minimum requirements, please see the class description here: <https://achieve.lausd.net/Page/4625>.

Salary: Special Services Salary Table; 33D B Basis (\$81,821-101,895), 221 paid days, 8-hour assignment

- In the case of an annualized employee who is changing basis during the year, this change may result in an annualized "settlement" (i.e., the process by which the District resolves an under or overpayment).
- For employees who change basis during the school year, this basis change may prevent them from earning a full year of service credit.
- Selected individual may be subject to displacement due to budget limitations

Primary Duties and Responsibilities:

- Assess psycho-social and educational needs of students
- Provide evidence-based child welfare and attendance services, including advocacy and clinical case management to identified, at-risk students to facilitate student engagement, attendance, academic achievement, improve social adjustment and school stability
- Collaborate with student's school of residence/attendance ensuring proper linkage to services and interventions
- Collaborate with school-based PSA and specialized units to target attendance with proper linkage to services and interventions
- Provide parent training, individual and/or group counseling services
- Facilitate collaborative partnerships to increase awareness, engagement, communication, and recognition of all stakeholders toward the goal of better outcomes for all students
- Develop and collaborate with community partnerships, parent connections and utilize alternative educational pathways to reengage students
- Participate in multidisciplinary intervention teams such as Student Success Team, Coordination of Services Team, School Attendance Review Team, Resource Panel, School Attendance Review Board, Discipline Review Team, and Attendance and Dropout Prevention Team to provide coordinated support and intervention
- Ensure protection of educational and due process rights for students including, but not limited to, students in foster care, students who are homeless, pregnant and parenting teens, probation youth, camp returnees, students referred for expulsion, students who have been expelled, and other students at-risk for school failure and dropout
- Ability to travel to schools, District offices, home visits, and other locations as needed
- Attend monthly staff development with the LAUSD Program Administrator and other meetings as required by the Program Administrator or Director
- Perform related duties as assigned

Minimum Qualifications:

- An earned Master's, or advanced degree of at least equivalent standard from an accredited college or university in the field of Social Work, Counseling, or Psychology.
- A California Pupil Personnel Services (PPS) credential with authorization in K-12 Child Welfare and Attendance (CWA) services
- A valid CA Driver's License and the use of an automobile to travel District Wide.
- Physical and mental fitness to engage in services as a PSA Counselor, as certified by a licensed physician or medical officer pursuant to Education Code Section 44839 and evidence of freedom from active tuberculosis pursuant to Education Code Section 49406.

District Information: All candidates and employees must be fully COVID-19 vaccinated and must be able to provide verification of their vaccination status as part of the hiring and onboarding process prior to an official offer of employment to any District site

Desirable Qualifications:

- Permanent certificated employee of the Los Angeles Unified School District
- At least one year of successful full time certificated service in a position requiring a PPS credential
- Proficiency in planning, organizing, establishing priorities and managing time with minimal supervision
- Licensed clinician or on track to be licensed and registered with the Board of Behavioral Sciences
- Demonstrated experience with assessing the psycho-social and educational needs of students
- Demonstrated experience successfully advocating for the educational rights of targeted students including, but not limited to students in foster care, experiencing homelessness, involved in the juvenile justice system, pregnant and parenting, camp returnees, etc.
- Demonstrated experience working with and understanding the needs of high risk student populations and communities
- Demonstrated experience engaging and involving parents, caregivers, and families, and providing parent/student presentations
- Demonstrated knowledge and experience working with youth referred by the juvenile court system
- Demonstrated experience working successfully in a Community Based organization or agency
- Demonstrated experience successfully developing and maintaining positive working relationships with law enforcement groups, DCFS, and other community agencies
- Knowledge and demonstrated experience working collaboratively with administrators, staff, parents, and students
- Knowledge and experience implementing the District's Attendance and Enrollment Policies, Special Education policies, and collaborating with Alternative and Adult Education Programs
- Knowledge of California Codes (Education, Welfare and Institutions, Labor, Penal, etc.) as they relate to the welfare of students and to the practices and procedures of pupil personnel services
- Knowledge and experience working with and implementing dropout prevention and recovery programs
- Strong written/oral communication skills, including public speaking skills and experience providing formal, public presentations to stakeholders
- Proficient knowledge of Student Information Systems (e.g., MiSiS, MyData, Welligent) and other computer software applications including MS Word, Excel and PowerPoint
- Ability to speak a language in addition to English, preferably one of the predominant languages used by segments of the students' population
- Ability to work and communicate effectively with linguistically and culturally diverse populations and socio-economic groups
- Bilingual desired

Application Procedure:

Current Pupil Services and Attendance (PSA) Counselors who are interested in this position should submit a letter of intent, including reasons for interest in the position and relevant experience and training; a resume including employee number; and three references, one of which must be from the current or most recent supervisor. References will be verified for all applicants who are finalists for the position. *Prospective applications who are not current PSA Counselors must first apply to be a PSA Counselor here:*

<https://achieve.lausd.net/Page/4625>

Application materials must be emailed to Pupil Services and Attendance to Jessica Gonzalez at jxg8850@lausd.net. Include the following in the email subject line: "FamilySource Diversion Counselor, PSA; Applicant Name". Please do not send hard copies of application materials.

DEADLINE: Open until filled

All application materials must be received by the filing deadline.

You are advised that meeting the stated minimum requirements does not ensure an invitation to an interview.

