

LIBERTY UNION HIGH SCHOOL DISTRICT

HOMELESS & FOSTER YOUTH LIAISON

DEFINITION

Under supervision of the Assistant Superintendent, Administrative/Student Services, the Homeless & Foster Youth Liaison is responsible for supporting the targeted needs of the district's homeless and foster youth students as the primary liaison between schools, caregivers, parents, educational rights holders, group homes, governmental agencies and other community based organizations and conduct other related work as required.

EXAMPLES OF DUTIES

- Be aware of current best practices, state and federal laws pertaining to homeless and foster youth education and supports.
- Assist school site staff with appropriately identifying homeless and foster youth students and maintain appropriate documentation and coordination of services.
- Serve as the communication link between school and the home, group home, parent, caregivers and relevant governmental and non-profit agencies.
- Conduct home visits to promote the academic, behavioral and attendance progress of homeless and foster youth students.
- Deliver educational related materials (e.g. school supplies and clothing) to homeless and foster youth students as necessary
- Coordinate transportation support for homeless and foster youth students as needed and in accordance with district policy, state and federal laws.
- Consult with relevant site staff to ensure compliance with district policy, state and federal laws.
- Attend a variety of meetings, conferences and workshops to promote best practices and ensure the district's compliance with homeless and foster youth related laws.
- Gather, track and summarize academic, behavior and attendance data of the district's homeless and foster youth students.
- Promote parental and community involvement and engagement.
- Coordinate stakeholder meetings representing our homeless and foster youth students to help the district best develop goals and allocate supports to homeless and foster youth students in alignment with the district's Local Control and Accountability Plan (LCAP).

QUALIFICATIONS

Knowledge of:

- State and federal laws pertaining to homeless and foster youth students;
- Maintain a valid California Driver's License
- Basic computer skills and records keeping as appropriate for this position
- Ability to work with students and families representing diverse cultural, racial, ethnic and linguistic groups.
- Ability for work collaboratively with others
- Able to clearly communicate with others orally and in writing in English.
- Employee must be able to use personal vehicle during course of work
- Preferential bi-lingual in English and Spanish

Education

- High School diploma
 - Desirable: One (1) year of college or equivalent combination of education and experience related to primary characteristic of this job.

Approved by:
LUHSD Governing Board of Trustees
June 9, 2021

CLASSIFIED SALARY SCHEDULE
RANGE: 48

jobdescription: Homeless & Foster Youth Liaison