

Bakersfield City School District
Education Center - 1300 Baker Street
Bakersfield, California 93305
Personnel Services

TITLE: YOUTH SERVICES SPECIALIST

QUALIFICATIONS:

1. Bachelor's degree in related area
2. Experience working with programs for students at risk in school
3. Ability to work effectively with staff, students, parents and public
4. Knowledge of community agencies and resources available to assist with family needs

REPORTS TO: Administrator as assigned

JOB GOAL: To provide leadership and assistance in developing and implementing District's programs for students at risk

PERFORMANCE RESPONSIBILITIES:

1. Provides resource assistance and information to schools, students and parents as needed
2. Acts as resource and assists in development of appropriate supplementary materials and activities to meet individual student needs
3. Provides leadership and professional development for prevention and intervention programs
4. Represents programs on site, district and other appropriate community activities and committees
5. Coordinates district's middle school sports program and district-wide track meet as assigned
6. Coordinates after-school park and recreation programs and summer National Youth Sports Program as appropriate
7. Coordinates programs by communicating directly with school principals, other staff and community agencies
8. Works directly with staff to ensure appropriate implementation of program goals
9. Maintains necessary records and files, writes grants and programs and maintains budgets, as appropriate
10. Performs other related duties as assigned

TERMS OF EMPLOYMENT: Salary and work year according to current schedule; classified salary schedule, class 44

EVALUATION: Performance of this job will be evaluated in accordance with the District's "Improvement of Professional Services" handbook, Board Policies and Procedures and consistent with collective bargaining agreements when applicable