

SANTA CLARA COUNTY OFFICE OF EDUCATION

CLASS TITLE: YOUTH HEALTH AND WELLNESS-COMMUNITY SCHOOLS COACH

BASIC FUNCTION:

Under the direction of an assigned supervisor, the Youth Health and Wellness-Community Schools Coach provides partnership, technical assistance, and coaching related to Community Schools planning and implementation as well as builds knowledge, expands capacity and ensures successful outcomes.

This position will work closely with various Local Educational Agencies (LEAs) and school, teachers, students, and families; partners to provide an integrated focus on academics, health and social services, youth and community development, and community engagement; guides the Community Schools towards four key pillars (1) Integrated Support Services; (2) Family and Community Engagement; (3) Collaborative Leadership and Shared Decision Making; (4) Extended/Expanded Learning Time and Opportunities.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Provides training and coaching programs for County Offices of Education, Districts, Schools and partner agencies related to Community Schools implementation.

Develops resources and participates in direct coaching to schools and LEAs.

Supports educational agencies in developing Memorandums of Understandings with partner agencies and community-based organizations that support the development of Community Schools.

Convenes and supports the site based Community Schools Leadership team and ensures community and invested partners are included in this decision making body of planning and implementation of Community Schools.

Leads and participates in Transformative Professional Learning Communities.

Develops long and short-term training plans with districts and schools; designs and delivers training modules and materials to develop content and pedagogical knowledge.

Prepares and maintains a variety of narrative and statistical reports, records and files related to personnel and assigned activities.

Itinerant location (travel required as far south as Santa Clara County, as far north as Sonoma County, as far east as Alameda County and as far west as Marin/Sonoma County)

Attends a variety of conferences, departmental and interdepartmental meetings throughout California as assigned.

OTHER DUTIES: Performs related duties as assigned.

KNOWLEDGE, ABILITIES AND COMPETENCIES:**KNOWLEDGE OF:**

Community Schools Framework
 Community Schools pillars
 School-based mental health research and services;
 County health and human services;
 Training methods, program planning, adult learning, and group facilitation and dynamics;
 Collecting and assembling data and navigating assigned software systems;
 Technical aspects of field of specialty;
 Applicable laws, codes, regulations, policies and procedures;
 Interpersonal skills using tact, patience and courtesy;
 Regulations related to confidentiality and sharing of information between agencies and schools;
 Budget preparation and control.

ABILITY TO:

Plan, organize and direct the development of the program;
 Analyze data and evaluate program needs;
 Provide technical, specialized, consultative, advisory and planning services in assigned area;
 Communicate effectively with school districts and community partners regarding program;
 Coordinate professional development/trainings with various invested partners
 Interpret, apply and explain rules, regulations, policies and procedures;
 Research and organize information;
 Analyze situations accurately and adopt an effective course of action;
 Meet schedules and timelines;
 Work independently with little direction;
 Plan and organize work;
 Maintain records and files;
 Prepare comprehensive narrative and statistical reports;
 Travel to different county offices, school districts and schools across California;
 Communicate effectively both orally and in writing;
 Establish and maintain cooperative and effective working relationships with others;
 Operate a computer and assigned office equipment.

LEADERSHIP TEAM COMPETENCIES:

Develops and fosters effective individuals and teams;
 Operationalizes the organizational vision, mission, goals, shared values, and guiding principles;
 Demonstrates emotional intelligence;
 Models inclusive, effective, and authentic communication;
 Applies knowledge of the intersectionality of race, equity, and inclusion;
 Builds and sustains positive, trusting relationships;
 Conducts SCCOE operations with the highest moral, legal, and ethical principles.

EDUCATION AND EXPERIENCE:

Bachelor's degree with major coursework in education, psychology, social work, or related field and (3) years of experience in an educational setting or related field with diverse communities.

LICENSES AND OTHER REQUIREMENTS:

Valid Pupil Personnel Services Credential or Teaching Credential
Valid California Driver’s License
Valid California Administrative Credential

WORKING CONDITIONS:

ENVIRONMENT:

Office environment
School environment
Driving a vehicle to conduct work

PHYSICAL DEMANDS:

Hearing and speaking to exchange information and make presentations
Dexterity of hands and fingers to operate a computer keyboard
Seeing to read a variety of materials
Sitting or standing for extended periods of time

Approved:	<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; border-radius: 5px; padding: 2px; margin-right: 5px;">DocuSigned by:</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> 31CE4744606345D... Alberto Verduzco, Director-Human Resources for Larry Oshodi 10/25/2023 11:30 AM PDT </div>
	<div style="display: flex; justify-content: space-between;"> Larry Oshodi Date </div> <div style="margin-top: 5px;">Assistant Superintendent-Personnel Services</div>

Authorized:	<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; border-radius: 5px; padding: 2px; margin-right: 5px;">DocuSigned by:</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> 72890FFD1F52493... 10/25/2023 10:11 AM PDT </div>
	<div style="display: flex; justify-content: space-between;"> Mary Ann Dewan, Ph.D. Date </div> <div style="margin-top: 5px;">County Superintendent of Schools</div>