

Migrant Advocate

DEPARTMENT: Migrant Education Program

TYPE: Certified **STATUS:** Exempt **SALARY:** \$32,484 - \$40,568

(Depends on degree, up to 12 years experience; Full Benefit Package)

REPORTS TO: Federal Programs

DEFINITION:

Under general supervision, provides assistance and support for Federal programs, maintains related data for Federal programs, and under limited supervision, provides educational instruction in assigned area(s) of specialty, grade and program level in compliance with approved academic standards and curriculum for Somerton Elementary School District District No. 11.

SPECIFIC TASKS/DUTIES INCLUDE:

The Migrant Advocate provides supplementary academic and support services to eligible migrant students. The role of the Migrant Advocate is to help Migrant students develop academically, socially, emotionally, as well as keep parents actively involved in their student's social and academic achievement.

1. Plans and implements a program of study designed to meet individual needs of Migrant students to include day interventions, extended day activities, Fall/Spring/Summer and Saturday programming.
2. Designs and implements academic interventions for Migrant students (Priority for Service, Priority 2 and Priority 3).
3. Confers with other principals/coaches to plan and schedule lessons to support classroom instruction, following approved curriculum.
4. Creates a classroom environment conducive to learning by employing a variety of appropriate teaching strategies.
5. Demonstrates a strong grasp of core subject matter (English Language Arts, Reading, Writing Math, Science, Social Studies, etc).
6. Assists Migrant students with personal and academic problems through counseling, advocacy and advisement. Acts as a referral source for community social service agencies for Migrant students, parents, and families.
7. Assists in child study and 504 process as needed by Migrant student. Meets quarterly with program coordinator/principals and/or instructional coaches to address issues regarding Migrant students (including TATs).
8. Participates in school, community and Migrant Education Program activities.
9. Provides support as needed to Migrant students in order to ease transition into and out of transitional grades.
10. Monitors student progress to assure appropriate educational placement and support services.
11. Connects (through home visits, phone calls, conferences, newsletters, flyers, parent classes) with families in order to empower and inform parents.
12. Provides ongoing communication with school staff regarding Migrant student needs/progress and program activities.
13. Adheres to professional and ethical standards including duty to disclose and issues and practices of confidentiality.
14. Collaborates with District level Migrant personnel and school nurses to assure medical and social service interventions for students as needed.
15. Assists with programs and schools to develop the full potential of Migrant students.
16. Conducts staff awareness meetings on issues related to the Migrant experience.
17. Maintains accurate and complete student records as required by law, district policies, and administrative regulations.

KNOWLEDGE AND OTHER CHARACTERISTICS:

- Knowledge of district and school policies and procedures governing Migrant students.
- Knowledge of appropriate instructional techniques for individuals as well as groups.
- Knowledge of appropriate counseling techniques for individuals as well as groups.
- Knowledge of problem-solving and conflict resolution techniques and strategies.
- Strong listening skills, as well as in oral and written communications.
- Ability to work with a variety of individuals possessing a variety of needs.
- Skill in establishing and maintaining effective working relationships.

QUALIFICATIONS:

- Graduate degree in Counseling and/or Bachelor's Degree in Education.
- Arizona Certificate for Elementary School Teacher and/or School Counselor.
- Prior public school teaching and/or counseling experience.

- Additional certifications may also be required as specified by the District.