



Todos Juntos

“Creating connections that empower, educate and inspire children, youth and families. We value and celebrate diversity.”

Position: Estacada Success Coordinator
PAY RATE: \$ 46,000.00 to 50,000.00 annually TBD
EMPLOYMENT: 40 hours Weekly July 2022 – June 2023

The objective of the Success Coordinator position is to develop an atmosphere of success for incoming 9th grade students and provide educational supports for upper grade students at the Estacada High School. Working as a team, focus will be given to improving school connectedness and academic success as student’s transition to the next grade level. The EHS Success Coordinator will work with the Todos Juntos Estacada Middle School Site Manager and as a collective will work to transition incoming 8th graders into the 9th grade.

Job responsibilities will include all requirements described:

- Along with School Counselors, and other staff, identify High-Risk/At-Risk youth that meet identified risk factors using attendance, grade, behavioral data.
- Care coordination, referral to resources and services needed by the youth and/or their families (basic needs, health/behavioral health assessments and treatment, parenting education, etc.)
- Identified youth will receive services that address basic needs and academic issues. To include, Evidence-based prevention and early intervention programming provided within the school setting, including academic assistance, Study Hall and Virtual Study Hall prep and facilitation, scheduled check-in with students, connecting with identified families/students for Tutoring Appointments. Others as identified.
- Work with in-coming 8th grade students in small group settings such as in Boys Council and Girls Circle and identified Middle School Transition Classes and facilitation of Identified Enrichment student groups/clubs.
- Work with students in group settings to provide a school wide anti-tobacco campaign to include: presentations at school assemblies and awareness campaigns to challenge social norms that promote tobacco misuse.
- Work with students to recruit for participation in after school support activities to include; Boys Council, Girls Circle, Arts Alliance, SPHERO Robotics and others as identified.
- Attend all required School and Todos Juntos meetings and assigned committees and trainings, to include ongoing Site Steering Committee meetings, Boys Council, Girls Circle, OST Successful Student and others as identified.
- Facilitation/oversight of programming identified by Steering Committee; made up of School and Todos Juntos Administration and identified staff.
- Participation in the hiring of after-school staff and Supervision/oversight of other Program Delivery Activities as needed and to include Tobacco Awareness Activities, Boys Council, Girls Circle and Employment Fairs/Field Trips/Speakers /Photography, other.
- Provide Quarterly Calendar of events and work schedule identifying 40 hours weekly of planned activities and oversight
- Create tracking document to input and maintain client records of contacts and participation in Todos Juntos initiated activities, enter data, and program evaluation. Information to be input on a monthly basis and reported to Steering Committee quarterly or as requested by Steering Committee members.

Contact Michelle Emery at michellee@todos-juntos.net