



Northside Independent School District

DEPARTMENT OF HUMAN RESOURCES

JOB POSTING NUMBER: P1009113

JOB ANNOUNCEMENT

FAMILY OUTREACH WORKER

Connections Program

Seasonal/Temporary Employment

CLOSING DATE: November 16, 2009

JOB DESCRIPTION

The Family Outreach Worker, under the supervision of the CONNECTIONS Program Coordinator, will assist with the screening and identification of program-eligible students and assess the need for services and follow-up.

EDUCATIONAL AND CERTIFICATION REQUIREMENTS

- Bachelor's Degree in Social Work or related counseling field
- Master's Degree in Social Work or related counseling field (Preferred)
- 1-3 years experience working in a school setting (Preferred)
- Bilingual (Preferred)
- External candidate must have satisfactory outcome of fingerprinting check. Non-refundable fee (approximately \$50.00) paid by employee

DUTIES AND RESPONSIBILITIES

1. Assist program staff with the identification of students who qualify for services according to program guidelines.
2. Communicate with parents/caregivers to provide/distribute program information and provide follow-up on service provision.
3. Travel to District campuses as needed. Must have reliable transportation.
4. Maintain confidentiality.
5. Maintain accurate and appropriate records and other documentation.
6. Maintains daily communication with Connections Program Coordinator to consult and to coordinate all services on behalf of NISD students.
7. Perform other duties as assigned.

WORKING CONDITIONS

Mental Demands / Physical Demands / Environmental Demands

Maintain emotional control under stress. Frequent standing, stooping, bending, pulling and pushing. Move small stacks of materials, media equipment, desks, and other classroom equipment. Lift/carry 5 pounds frequently, 15-25 pounds occasionally.

TERMS OF EMPLOYMENT

SALARY: \$90 Daily Rate

TYPE OF ASSIGNMENT: Temporary

For consideration, interested persons and NISD Classified/Auxiliary personnel must complete a Professional Online Application at www.nisd.net/hr, and submit a Letter of Intent form and resume. NISD Professional personnel need only submit the Letter of Intent form and resume. Submit your Letter of Intent form and resume, no later than the closing date, to:

Northside ISD - Human Resources Department
5617 Grissom Road
San Antonio, Texas 78238
(210) 397-8600

Northside ISD is an Equal Opportunity Employer