

SALEM CITY SCHOOL DISTRICT JOB OPENING

Post in District

Date: November 14, 2017

Salem High School

Title: Program Director – School Based Youth Services Program

Qualifications: Master's Degree in Social Work, Psychology, Human Services or related field; and previous experience working with community collaborators.

Duties: To ensure that the service delineated in the RFP are provided effectively to students and families including structuring the sites program; providing leadership, supervising staff, directing community education and education activities, assuring that information about the SBYSP is disseminated to the school population, parents and the community, and assuring the collection of parent consent forms and monthly Level of Service data.

- To maintain collaboration with the Managing Agency, discuss staff appointments; involve parents and faculty in the SBYSP as appropriate.
- To serve as a liaison to the school and to the community collaborating with state, community and volunteer agencies that have services related to youth and families.
- To be entrepreneurial and seek out grants and collaborations, to write grants that will add to services and strengthen the SBYSP.
- To be an Intervention & Referral Service (I&RS) Committee member

All other duties as assigned.

Reports to High School Principal

Starting Salary: \$50,000

Send resume and letter of interest to:

Office of the Superintendent

Attn: Devon Russell

205 Walnut St.

Salem NJ 08079

russell@salemnj.org

EOE