

DELANO UNION SCHOOL DISTRICT

ACADEMIC INTERVENTION/OUTREACH SPECIALIST

JOB SUMMARY:

Under the direction of the School Principal or designee, the Academic Intervention/Outreach Specialist will act as a direct services provider and create a bridge between families, schools, and community and provide academic intervention to at-risk students. The Specialist will develop family engagement systems and activities that create strong partnerships to support learning, student achievement and a positive school environment. They will facilitate communication and support in the active engagement of students and families in order to promote student success in District programs and activities. The Specialist will work to build strong relationships, connect families with appropriate resources and empower parents to become an active participant in their children's education. Additionally, the Specialist will provide high-level literacy and math support to students who are struggling academically.

WORKDAYS: 184

REQUIRED QUALIFICATIONS:

- Education: Appropriate California Teaching Credential (Multiple or Single Subject)
- Experience: Experience working with diverse families and knowledge of their needs and a minimum 5 years successful teaching experience.
- Successful experience in implementing research-based instructional practices in the classroom.
- Excellent verbal and written communication skills
- Knowledge of the functions and resources of community organizations and social service agencies that provide services to families and children
- Ability to take independent initiative
- Ability to create and maintain strong community collaborations
- Some experience in developing and/or learning workshops and trainings
- Willingness to apply new skills
- Deep knowledge and understanding of, and demonstrated ability to connect with the ethnic background of the families served

- Bilingual preferred
- Personal Qualities:
 - Ability to work effectively with diverse populations
 - Excellent communication and interpersonal skills
 - Knowledge of community and social services
 - Cultural sensitivity and awareness
 - Strong organizational skills

ESSENTIAL FUNCTIONS OF THIS POSITION:

- A. Establish and maintain open communication between families, school staff, and community organizations.
- B. Build rapport with families, particularly those from diverse backgrounds, and foster trust.
- C. Collaborate with school staff, administrators, and community partners to address student and family needs.
- D. Organize efforts to support school programs and activities.
- E. Participate in school based teams and committees to promote family engagement and student success.
- F. Provide support to students and families with attendance issues, academic challenges, and behavioral concerns.
- G. Connect families with relevant community resources, including social services, healthcare, and educational programs.
- H. Assist families with navigating school related challenges and advocating for their needs.
- I. Assist with school-wide initiatives related to family engagement and student support.
- J. Arrange and facilitate support group sessions to meet student needs (possible support group topics include but are not limited to: anger management, family change, grief and loss, restorative justice, conflict mediation, etc.).
- K. Develop and implement lesson plans that fulfill the requirements of the district's curriculum program.
- L. Prepare instructional plans that reflect accommodations for differences in student learning styles and student deficiencies in the subject matter.
- M. Perform other duties as assigned.

Incorporated within one or more of the previously mentioned essential functions of this job description are the following essential physical requirements. Place the applicable number from the chart below that best indicates what percentage of time is spent on each of the following essential physical requirements. The categories refer to the overall requirements on an annual basis:

- | | |
|---------------------------|--------------------------------|
| 1. Seldom = Less than 25% | 3. Often = 51.75 |
| 2. Occasional = 25 - 50% | 4. Very Frequent = 76% & above |

- 3 a. Ability to work at a desk, conference table or in meetings of various configurations.
- 3 b. Ability to stand and circulate for extended periods of time.
- 2 c. Ability to see for purposes of reading laws and codes, rules and policies and other printed matter and observing students.
- 3 d. Ability to hear and understand speech at normal levels.
- 3 e. Ability to communicate so others will be able to clearly understand a normal conversation.
- 2 f. Ability to bend and twist, stoop and kneel, crawl, push, pull.
- 1 g. Ability to lift 50 lbs.
- 1 h. Ability to carry 50 lbs.
- 2 i. Ability to reach in all directions.

OTHER RELATED FUNCTIONS OF THIS POSITION:

- 1. Participates in meetings, trainings and other collaborative forums.
- 2. Gives, understands, and carries out oral and written directions; works effectively

in challenging situations and in changing conditions.

3. Effectively operates the student information computer software.
4. Prioritizes and schedules work.
5. Maintains and establishes appropriate confidentiality of materials.
6. Meets timelines and schedules.

Employee: _____ Date: _____

Authorized Representative: _____ Date: _____

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of their responsibilities, duties and skills required of personnel so classified.

August 12, 2025