

JUNE 16, 2014

PLEASE POST

POSITION ANNOUNCEMENT

**MIGRANT STUDENT ADVOCATE
TOPPENISH MIDDLE SCHOOL**

**7 HOURS DAILY
SCHOOL CALENDAR
180 DAYS**

**BARGAINING UNIT: NONE
ANTICIPATED START DATE: AUGUST 28, 2014**

DEFINITION OF POSITION: The advocate will coordinate and facilitate the academic and support needs of migrant students with the school counselor to successfully transition migrant students to the next grade level, complete high school, and promote the transition to postsecondary education or employment.

QUALIFICATIONS:

- High School Diploma or recognized equivalent *and* two years of study at an institution of higher education *or* an Associate's Degree (or higher) or completion and passage of a state or local academic assessment. (Please submit a copy of documentation to support your educational qualifications with your application.)
- Experience in an educational or community advocacy-related field required.
- Experience working with at-risk migrant students and families required.
- Knowledge of secondary school programs and state and local graduation requirements.
- Knowledge of basic computer software (such as Microsoft Word and Excel and Internet Explorer) required.
- Experience working semi-independently and in collaborative teams required.
- Flexibility in work schedule required.
- Human relations, time management and personal organizational skills required.
- Knowledge of economic, social, cultural and psychological factors influencing migrant students.
- Written and verbal communication skills in English and Spanish required.

APPLICATION PROCEDURE:

In-district applicants need to submit a letter of interest and resume (e-mail is acceptable) requesting transfer to:
Rita Anaya - Human Resources Department Subject: Request for transfer ranaya@toppenish.wednet.edu
No later than Friday, June 20, 2014 - 4 p.m.

Other applicants need to apply online at: www.toppenish.wednet.edu Online Job Center

CLOSING DATE: OPEN UNTIL FILLED

Toppenish School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to designated youth groups. The following person has been designated to handle questions and complaints of alleged discrimination: Larry Davison, Director of Human Resources, 509-865-4455, 306 Bolin Dr., Toppenish, WA 98948, ldavison@toppenish.wednet.edu