

Title I Parent Liaison

About the Education Achievement Authority: The Education Achievement Authority believes in disrupting the status quo in order to ensure a high-quality education for all students. Under the new leadership of the Chancellor, the EAA is committed to being a system of high-performing schools and not a school system. We believe that ALL of our students can and will achieve. We are always looking at ways to improve while enhancing the great work that our teachers, leaders and support staff do on a daily basis. Join our team!

Currently, the EAA contains fifteen schools of which twelve are direct-run and three are operated by a charter.

JOB TITLE: Title I Parent Liaison

REPORTS TO: Principal

Summary of Position:

The Parent Liaison will be responsible for promoting parent and community participation in the school. He or she's primary goal will be to creatively develop strategies to bridge the gap between parent/community involvement and student engagement in order to increase academic achievement outlined by the goals of the school improvement plan.

Minimum Qualifications:

- Associate's Degree or High School Diploma
- Exhibit a personality that demonstrates interpersonal skills to relate well with students, staff, administration, parents and community
- Hold and maintain a valid driver's license and reliable transportation
- Knowledge and effective use of technology
- Strong leadership, oral, writing, and interpersonal skills
- Minimum three years' experience in urban education, community and Title I involvement

Responsibilities and Essential Functions:

- Develop, recruit, and oversee a large scale volunteer and mentoring program in order to provide individualized and small group tutoring services to every student in the school.
- Facilitate and host School Advisory Committee Meetings, as well as recruit parents to volunteer and attend a variety of functions, such as morning, evening and weekend activities hosted by the school for students and their families.
- Solicit to local businesses, organizations, and agencies to support the mission of the school and surrounding community.

- Create a space within the school in which families may have access to a variety of community and school resources such as technology, job/educational information, resume assistance, a school uniform exchange closet, and parenting information.

Filing Deadline: Posted until filled

Salary: Commensurate with experience

Effective Date: August 25, 2014

Method of Application: All interested candidates should submit a current resume via e-mail to:

eaajobs@eaaofmichigan.org

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