



**Education Achievement Authority of Michigan (EAA)
Safe Schools/Healthy Students
Resource Management Specialist**

The Resource Management Specialist assists students who have experienced frequent disciplinary referrals for major discipline problems or behavior that significantly disrupts classroom instruction. Coordinate service delivery involving community resources and agencies, such as mental health, public health, social services, and other community services, to offer a wider array of services and supports and their families to effectively address barriers to the student's learning and healthy development.

Job Function:

- Assist in the facilitation of regularly held meetings of the Student Support Teams in targeted schools.
- Work with student support teams to develop successful strategies, tiered interventions and positive protocols to reduce rates of student referrals to the office.
- Prioritize goals and action steps necessary for implementing multi-tiered, integrated behavioral and academic supports.
- Monitor access and referral to recommended services and supports.
- Collaborate with EAA with Lead Teacher for improving school climate using restorative practices.
- Maintain effective working relationships with the school staff, community agencies, parents/families, and the students to assure coordination of the community's services for the benefit of the students and their families.
- Plan, monitor, and adjust coordinated inter-professional services to identified students and their families.
- Assess mental health needs of referred student and, when appropriate, family members.
- Link students and their families with needed mental health and social services that cannot be provided by other school support staff.
- Monitor all education, health, and human services received by identified students and their families, to ensure that they are delivered in a personal, accountable and coordinated manner;
- Foster and maintain ongoing relationships with and communication between school district staff members, Student Support Team, students and their family members and community health and social service providers.
- Ensure through monitoring and evaluation that all services delivered to an individual student to ensure they are working collaboratively for student's benefit.
- Anticipate potential student crisis situations that are likely to occur in the home, school, and/or the community, and develop crisis intervention strategies with the SSS members and community service professionals.
- Provide supportive counseling to student and family.
- Provide support and consultation to school staff.
- Staff a subcommittee of the SSHS Community Management Team for Element 5: Creating Safe and Violence Free Schools.



- Coordinate the implementation of the Virginia Threat Assessment Guidelines (V-STAG) and Safe School Ambassadors evidenced based programs and other activities for SSHS students including the involvement of parents, teachers and students in focus groups,
- Work with the student's family, schools, and teachers to promote a positive transition for student back to school for youth returning from an alternatives to suspension placement;
- Provide professional development to promote student engagement and improve relationships between teachers, students and families.
- Track, monitor and report on progress in meeting process measures and indicators
- Provide documentation of Student Support Team meetings to team members and CMT monthly to support communication, inclusion and accountability.
- Monitor utilization management and review of identified services and supports.
- Monitor and measure outcomes for student at school.
- Collect and report discipline data on youth willing to self-identify their sexual orientation and bullying.
- Write and submit end-of-year report and proposed plan for following year;

Qualifications:

- Bachelors of Social Work or related field and three years of related experience.
- Master's degree preferred.
- Experience implementing evidenced based programs or best practices and prevention certification is high desirable.
- Awareness and understanding of the interplay between education success and social emotional learning and development.
- Knowledge and expertise in ATOD and violence prevention treatment and prevention.

Work Year, Hours & Compensation:

\$50,000.00 per year, 40 hour work week Grant Funded Position
260 Office work days with Voluntary Health Insurance Benefits are available for purchase by full-time employees.

Application Procedure:

Letter of Interest and Resume must be submitted to: Carla West
Eaajobs@eaaofmichigan.org

Application Timeline Until Filled.



It is our policy to provide equal employment opportunities to all qualified persons in hiring, promotion, transfer, discharge, pay, benefits and all other aspects of employment, without regard to age, height, weight, pregnancy, race, color, religion, gender, national origin, citizenship, marital status, disability, or other classification protected by state and federal laws.