

Multicultural Consultant

Certified Position – 0290 or 2099 (Substitute Teacher)

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| <u>Salary</u> Per Salary Schedule | <u>Days</u> Per contract | <u>Reports to:</u> Assistant Superintendent of Technology & Personnel |
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SCOPE OF RESPONSIBILITIES

To assist the district in further development of a minority recruitment program, to assist with student affairs, emphasizing the educational, cultural, and social needs of the minority student, to assist with the expansion of the minority affairs committee, and to keep the district abreast of state and national changes in Equal Employment Opportunity requirements, serves as an ombudsman for district in minority affairs

PERFORMANCE RESPONSIBILITIES / ESSENTIAL FUNCTIONS

1. Monitors all minority children (3-21) relative to their successful experience with schooling using three objective indicators: regular attendance, academic performance, and gains on the KIRIS assessment
2. Provides academic guidance to students who have low self-esteem and are not working to capacity
3. Ensure that the parents of minority students are included in planning, implementation, and evaluation of their student progress
4. Provide positive reinforcement, commendations and recognition to students for goals achieved both individually and as a group
5. Work to be resourceful in the use of community resources in the resolution of problem situations
6. Informs administrative, instructional and supportive staff of liaison role and provides consultation as requested
7. Serve as a liaison between minority parents and the schools, school employees and the system, students and the schools, and students and parents
8. Work cooperatively with counselors, FRYSC staff, teachers, and administrators to meet the needs of at risk children through regular and innovative programming
9. Develop a district affirmative action teacher recruitment program
10. Attend recruitment fairs at local, regional, state, and tri-state colleges and universities
11. Enhance middle and secondary Future Teacher Programs
12. Organize trips to colleges and universities for district at risk youth
13. Coordinate the efforts of MCC's Talent Search Program
14. Maintains regular and predictable attendance
15. Adheres to the professional code of ethics
16. Successfully utilizes technology as appropriate in job function
17. Be pro-active in the minority community by anticipating concerns and resolving them before they reach a crisis

MINIMUM QUALIFICATIONS

1. Certification and experience and such alternatives as the Superintendent deems appropriate and acceptable