

Foothills Education Charter High School

Student Services Quality Control Coordinator - District

JOB POSTING

Job Details

Posting ID

Title

Description

Student Services Quality Control Coordinator - District

Reports To: Regional Director for Student Services

Qualifications: Master's Degree
Valid Georgia leadership certification preferred
Foothills experience preferred
At least three years leadership experience
Knowledge of current state and federal student services practices
Excellent verbal and written communication skills
Ability to develop effective working relationships

Job Goal: Provide leadership for developing, achieving, and maintaining the highest quality student services program. Work with stakeholders to build partnerships that enhance the educational goals of Foothills Education Charter High School.

Duties:

1. Become expert at Foothills' model of student services support, including expected Social Worker, Counselor, Graduation Coach, Career Specialist, and TEAM Coordinator behaviors and desired student outcomes.
2. Observe student services practices at all Foothills sites
3. Record observations of student services practices and record-keeping tasks
4. Provide guidance to student services staff to improve practices
5. Report to Regional Director for Student Services trends and systemic deficiencies in practices
6. Perform other duties as assigned by Regional Director for Student Services or Superintendent.

Shift Type

Salary Code

External Job Application

Location

Minimum Qualifications

Screening

Part-Time

Per-Hour (up to 15 hrs/week)

Administrative

District Wide

College Education

Salary Range

Job Category

Internal Job Application

Posting Status

\$30.00 to \$30.00

District Administrative

Administrative

Active