

Life Skills Coach

Job Description

Qualifications

Applicants for the position of Life Skills Coach must have earned a Master's Degree from an accredited college or university in psychology, social work, counseling, or a related area. Preference will be given to candidates with work experience serving adolescents, and to candidates with special competencies, which will enhance the quality of the North Cook Young Adult Academy program. These specialized competencies may include multiple Illinois State certifications, and/or experience working in innovative programs with a proven record of success.

Reports to:

The Life Skills Coach reports to the Associate Site Director.

Responsibilities:

Interventions

- Provides group and individual counseling
- Provides crisis intervention, including mediation, as needed
- Implements Social Emotional Learning Curriculum and Restorative Practices
- Provides appropriate referrals as needed
- Connects students and their families with community resources, as needed
- Coordinates the provision of support services in cooperation with the site director and the site team.

Professional Responsibilities

- Participates in AEP and mid-year/end-of-year conferences
- Synthesizes and transmits relevant information on new student to site staff
- Prepares for and participates in parent/teacher conferences
- Works with the Site Directors to collect all necessary data for reporting purposes
- Provides guidance related to graduation and post-graduation plans
- Serves as liaison with Off Site Service Providers and coordinates educational assignments
- Attends all staff meetings and NCYAA professional development seminars
- Fully and consistently adheres to all policies and procedures delineated in the *North Cook Young Adult Academy Policy Manual* and the *NCISC Policy Manual*
- Fulfills other responsibilities, as assigned by supervisory personnel

Learning Environment

- Supports other staff members
- Holds students accountable for their behavioral performance
- Assists with behavior management when not working with individuals or groups
- Creates and implements behavior management plans

Compensation and Terms of Employment:

Compensation for the position of Life Skills Coach is individually established annually by the NCISC Governing Board. The position of Life Skills Coach is an "at will" position and subject to annual evaluation and employment. Life Skills Coaches are not eligible for tenure.

Evaluation:

The Life Skills Coach is evaluated annually by the Associate Site Director.