

DISTINGUISHING CHARACTERISTICS OF THE CLASS

Employees in this classification provide direct support to students, parents, caregivers and community agencies in matters relating to the health, welfare, attendance and educational needs of assigned students and families. Employees serve as a resource for and a liaison between students and families by providing information and referrals for appropriate district and community services and resources.

EMPLOYMENT STANDARDS

WORKING CONDITIONS

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Persons with certain disabilities may be capable of performing the essential duties of this class with or without reasonable accommodation, depending on the nature of the disability.

Work Environment: Work is performed primarily in an office setting, on a school campus environment and occasionally a community setting with extensive student, parent and public contact and frequent interruptions.

Hazards: Potential conflict situations.

Physical Demands: Primary functions require sufficient physical ability and mobility to work in an office, school campus or community setting; dexterity of hands and fingers to operate a computer keyboard and other office