

SANTA CLARA COUNTY OFFICE OF EDUCATION

CLASS TITLE: FOSTER YOUTH SERVICES LIAISON

BASIC FUNCTION:

Under the supervision of the Supervisor – Foster Youth Services Coordinating Program, performs technical duties in serving as a liaison between schools, group homes, substitute care providers, placing agencies and others to ensure that the educational needs of students in foster care are met; organizes and oversees activities for a variety of Foster Youth Services projects including tutoring, mentoring, transition services and emancipation programming to postsecondary education.

REPRESENTATIVE DUTIES:

The following duties are examples of assignments performed by incumbents in this classification. It is not a totally comprehensive list of duties, nor is it restrictive regarding job assignments.

ESSENTIAL DUTIES:

Provides a variety of specialized and technical support to the Foster Youth Services Coordinating Program; serves as an educational advocate for foster youth; serves as a liaison between schools, group homes, substitute care providers, placing agencies and others to assure that the educational needs of students in foster care are met; proficiently navigates social services for foster youth students; makes community agency referrals as needed, such as to higher education programs, adult education, and vocational program; connects students with appropriate and relevant support services and resources, such as to college personnel to transition foster youths to post secondary education.

Organizes, oversees, and monitors, activities for a variety of Foster Youth Services projects including tutoring, mentoring and emancipation programming to postsecondary education.

Coordinates with Child Welfare, Juvenile Probation, and school districts to develop and implement

Foster Youth

EDUCATION AND EXPERIENCE:

Any combination equivalent to: Bachelor's degree in social work, psychology, sociology, or a related field, and two years of increasingly