

**CLASS TITLE: NAVIGATOR – OPPORTUNITY YOUTH ACADEMY**

**BASIC FUNCTION:**

Under the direction of the Opportunity Youth Academy Administrator, the Navigator, facilitates school re-engagement of students ages 16-24, who have not completed a high school credential and have been absent from school for prolonged periods of time. The Navigator is responsible for conducting intakes and assessing students' reasons for absence and working with students

Assist with situations that affect students for the purpose of facilitating student attendance.

Problem solve with students on issues of attendance, transportation, childcare, etc.

Use basic mathematical calculations to assist students in areas such as understanding high school

service, community based resources or human relations.

**LICENSES AND OTHER REQUIREMENTS**