

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE: Block Parent

CLASSIFICATION: Classified Non-Management

SERIES:

FLSA: Non-Exempt

POSITION CODE:

WORK YEAR:

DEPARTMENT: Integrated Community Services

SALARY: C-3 Special Hourly Rate

REPORTS TO: Specialist III, Integrated
Community Services

BOARD APPROVAL: 11-20-00
BOARD REVISION:

BASIC FUNCTION:

Provide leadership in community development activities for parents and residents of a school community.

REPRESENTATIVE DUTIES:

Identify community concerns, strategies, and solutions from the parent/guardian perspective.

Recruit parents/guardians of students to become parent/community leaders.

Develop leadership skills in parents/guardians of students.

Train parents/guardians to address school/community needs.

Facilitate community/parent communication through activities, such as house meetings, morning coffees, collaborative meetings, home visits, personal contacts, focus groups, community outreach events, and community fairs.

Identify and track community development process and outcomes in the Healthy Start local and state evaluation.

Perform related duties as assigned.

TRAINING, EDUCATION AND EXPERIENCE:

Any combination equivalent to: high school diploma, and a member of a school community.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Oral and written communication skills.

Interpersonal skills using tact, patience, and courtesy.

ABILITY TO:

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationship with others.

APPROVALS:

Personnel Services Department

Date

Superintendent

Date