

Posting Date:

Elwood Community School Corporation

NOTICE OF POSITION VACANCY

POSITION.....Home/School Coordinator

CATEGORY..... Home/School Coordinator

SCHOOLS.....ELWOOD INTERMEDIATE SCHOOL

LENGTH OF CONTRACT.....185 DAYS – Beginning 2017-2018 School Year

BENEFITS

- Partial Health insurance premium paid
- \$50,000 life insurance
- LTD and workmen’s compensation coverage
- Sick and family illness leave
- Bereavement leave, personal leave, business leave
- Access to 125 plan
- Employer funded investment plan (401A and VEBA)

SALARY

- Salary commensurate with established salary practices.
- Additional compensation available through extracurricular assignments.

QUALIFICATIONS

The individual we are seeking for this position must hold at least a bachelor’s degree in social work or a related field; previous experience working in a school setting with at-risk adolescents is preferable. He/she must be willing to work collaboratively with the staff and, most importantly, must have a good heart and be willing to develop strong relationships with both students and families.

JOB DESCRIPTION

Elwood Intermediate School is seeking a unique individual who will serve as the school’s home school coordinator, advocating at all times for what is in the students best interests. He/she will also perform a variety of other school related functions.

DUTIES

This is a unique position that will require a variety of job responsibilities.

- Serve on the School Crisis Team
- Serve as a referral source to students and families for social service agencies

- Provide support to the administration team
- Serve on the School Safety Team
- Organize family assistance
- Work individually or in small groups with students who are experiencing hardships or struggling with social issues

APPLICATION PROCEDURES:

Please fax or email a letter of interest and resume to Teresa Boucher, principal at Elwood Intermediate School. Interviews will be scheduled until the position is filled.

Teresa Boucher, Principal
Elwood Intermediate School

Address: 1207 North 19th Street, Elwood IN 46036

Phone: 765-552-7378

E-Mail: toucher@elwood.k12.in.us

Fax: 765-552-2017