
Create, maintain and distribute a variety of records, reports, lists and files including confidential materials.
Perform related duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

Child and adolescent psychology and behaviors.

Portland Interscholastic League; youth sports.

Conflict resolution techniques.

One-on-one and group facilitation techniques.

Multi-cultural and multi-ethnic communities within and surrounding the PPS boundaries.

Oral and written communication techniques.

Class management and instructional techniques and strategies.

Report writing and record-keeping methods.

Ability to:

Demonstrate preparation and skill in working with K-12 students from diverse backgrounds.

Perform First Aid.

Build rapport, mentor and guide children and adolescents.

Meet the academic, social and emotional needs of historically underserved youth.

Coordinate and collaborate with a variety of staff.

