



LAYC Career Academy

Director of Student Support

Overview: The LAYC Career Academy seeks a Director of Student Support to lead a team of case managers to support students as they attain personal, professional, and academic goals. The ideal candidate will have an energetic and flexible nature and strong people management skills as well as experience in counseling, crisis management, case management, behavior modification, and life skills development for a diverse population of older youth and young adults.

School Mission

LAYC Career Academy engages and empowers older youth and young adults by providing a college preparatory education, career training in high-growth occupations, and/or college-credit classes.

For more information, please visit our website: laycca.org.

Characteristics of Ideal Director of Student Support:

Leadership and Supervisory Skills

- Sets goals for the LAYC Career Academy's student support department and leads a team to attain those goals
- Provides excellent guidance and supervision to case managers known as Student Support Specialists
- Offers professional development opportunities for school staff in areas such as student behavior, social-emotional learning, and social services as needed

Clinical and Advising Skills

- Provides counseling, case management, and crisis intervention services to students and supports staff working with students in need of these services
- Possesses knowledge of strategies and resources used to effectively motivate and support young adults and connect students with college and careers

People Skills

- Builds a strong rapport with students, faculty, and staff
- Works successfully with youth and adults from diverse backgrounds
- Maintains appropriate and healthy boundaries with students and staff
- Communicates clearly and effectively both verbally and in writing

Ongoing Responsibilities

- Provide weekly or monthly supervision as needed to Student Support Specialists including oversight of interventions and guidance, feedback, ideas, and directives regarding clinical interventions and case management
- Lead staff meetings and professional development sessions for Student Support Specialists
- Provide case management and counseling services for students who face the most extraordinary challenges, offering services including:
 - Evaluating students' emotional, behavioral, and social needs and determining optimal treatment intervention strategies
 - Conducting individual, family, and group counseling sessions
 - Authorizing referrals or providing access to social services, housing, and childcare resources
 - Offering crisis intervention services
- Develop policies and procedures for the student support program, that monitor students' needs and progress and facilitate high graduation rates as well as success in college and careers
- Serve on the school's Leadership Team
- Other duties as assigned

Qualifications:

- A Master's Degree in Social Work, Counseling, or a related field
- Minimum of four years experience working with older youth or adults in a clinical capacity
- Experience working in a school environment or social services
- Minimum of one year experience in a supervisory capacity
- Strong interpersonal skills and proven ability to work as a member of a team
- Flexibility, commitment, and enthusiasm
- Knowledge of services and resources available for young adults in the District of Columbia in health, substance abuse, prevention, treatment, and rehabilitation
- Excellent organizational skills