



REGIONAL OFFICE OF EDUCATION #47
LEE - OGLE - WHITESIDE

STRONGER SCHOOLS · STRONGER FAMILIES · STRONGER COMMUNITIES

Student Mentor

Job Title:	Student Mentor		
Job Category:	Non-Certified	Location:	Partner Schools
		Status:	Exempt
Qualifications:			

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Ability to work effectively with students, parents, staff, colleagues, school districts and community
2. Excellent communication, organization, and case management skills
3. Advocacy skills, including the ability to negotiate, compromise, and confront conflict, including crisis intervention
4. Willingness to persist with students, despite their behavior and decision-making.
5. Experience in creating safe and welcoming social emotional learning environments
6. Passion for serving at-risk and underserved youth
7. Experience fostering strength based educational programming

Reports To:	Regional Superintendent/Assistant Regional Superintendent
Education Requirements:	Bachelor Degree in a human service field preferred. Experience working in education, or with youth preferred.
Job Goal:	To provide students with a positive pattern of engagement at school, fuel motivation, and foster development of the life skills needed for graduation and post high school learning and careers.

Performance Responsibilities:

1. Case management of approximately 30-40 students
2. Ensures that ALOP procedures are implemented with fidelity (ie obtaining consent, SSP goal development/monitoring, case note documentation, etc).
3. Prepares and facilitates frequent in-person check-ins with all students
4. Works as a liaison between family and school to create and implement a plan for students academic and social-emotional success
5. Provides ongoing support in areas of academic deficiencies (credit recovery, executive functioning support, tutoring, etc), social emotional development, and resources around other identified areas of need.
6. Works collaboratively with schools and programs to define and outline the role of school staff in improving student participation, performance, and success for individual students
7. Schedules, plans and participates in family outreach visits and family engagement events
8. Proactively communicates with parents/guardians in order to support student growth
9. Participates in the planning of transportation for students to and from school, as necessary

- 10. Shares performance data and serves as program ambassador at staff/school meetings.
- 11. Monitors attendance, behavior, and grades
- 12. Responds and intervenes in student crises in accordance with school policy.
- 13. Plans and facilitates SEL sessions with other staff.
- 14. Provide transitional support in career and post-secondary exploration.

Terms of Employment:	10.5-11 months, 8 hr day M-F, Salary \$44,000 if you take our insurance, and \$48,000 if you do not need our insurance. plus full paid IMRF benefits. work year to be established by the Regional Superintendent
Evaluation:	Performance of this job will be evaluated by the Regional Superintendent/Assistant Regional Superintendent.
To Apply:	Email Letter of Interest, references, transcripts, and resume to jknuth@roe47.org