

Anoka Hennepin Independent School District #11

Position Standard

Student Achievement Advisor

Student Achievement Advisors provide support for at-risk students in K-12 schools of Anoka-Hennepin.

Essential Functions:

- Attendance & Participation at site level meetings, district level meetings, district-wide staff development and/or trainings as related to position.
- Attendance & Participation on site School Improvement Planning (SIP) Team, site Response to Intervention (RIT) team, and site Cultural Responsive Teaching (CRT) Team.
- Participate in school activities such as, but not limited to: Student-Family-Teacher Conferences, WEB, Arts and Academic Celebrations, etc.
- Participate in student non-instruction time by being actively visible in cafeteria (breakfast & lunch), hallways (before and after school), passing between classes and recess.
- Collaboration with AH CRT District Support Team.
- Meet with site level administrative team and/or principal and/or principal's designee (as needed).
- Develop and coordinate peer leadership programming at site and district level.
- Monitor specific data surrounding site and district School Improvement Planning (SIP) Goals.
- Act as a liaison for students and/or families of color between school and home.
- Provide assistance for new student transitions.
- Refer students and families to appropriate school personnel for further services and support beyond scope of Student Achievement Advisor.
- Other duties as assigned.

Minimum Qualifications:

- AA Degree, or HS Diploma and one year of experience working with school-aged students.
- Good written and verbal communication skills.
- Ability to work closely with parents, staff, administration and community.
- Ability to work in a team setting, flexibility and willingness to participate in job related training.
- Ability to maintain regular attendance, including completing an assigned day.
- Must be able to lift a minimum of 25 pounds.
- Ability to perform position responsibilities including physical factors, work devices and materials handling, data functions, and people functions.
- Must be physically working in the building/on site.

Preferred Qualifications:

- Bachelor's degree preferred.
- Fluency in a language other than English desired.

Physical Factors include:

Constant: sitting, twisting/pivot, reaching, repetitive arm, simple grasp, firm grasp, fine manipulating, talking, hearing, near vision (up to 20"), midrange vision, far vision (over 20'), visual accommodation, and field of vision;

Frequent: standing, walking, lifting above shoulder, lifting waist to chest, lifting below waist, carrying, pushing, pulling, climbing, stooping, kneeling, feeling.

Occasional: exposure to weather when travel between district sites is required.