



# SKOKIE - MORTON GROVE SCHOOL DISTRICT 69

5050 MADISON STREET • SKOKIE, IL 60077 • (847)-675-7666 • FAX (847) 675 -7675 • WWW.SD69.ORG

## **Resident Intern Advisor School Based Mental Health (SBMH) Grant**

### **Primary Function**

Advise, mentor, and facilitate training and ongoing support for SBMH interns with the goal of building skills, expanding proficiency, course and career preparation, mental health collaboration, student SEL instruction, and SEL/Behavior supports. Facilitate the relationship between District 69 and the partner University.

### **Organizational Relationship**

SBMH Intern Advisor reports directly to the Assistant Superintendent for Teaching and Learning, and works collaboratively with the Director of Special Services and Related Services Coordinator.

### **Qualifications**

- Illinois State Board of Education Professional Educator Licensure appropriate to assignment.
- Intern Advisor (Social Work) requires a school social work endorsement
- Intern Advisor (School Psychology) requires a school psychology endorsement
- Ability to understand and carry out oral and written directions
- Ability to exercise sound judgment in making decisions regarding the safety and welfare of students
- Ability to perform assigned duties and tasks with a minimum of direction
- Ability to physically move about the buildings and grounds.
- Ability to speak, read, write, and understand English
- Ability to handle all district information with confidentiality.
- Successful experience in working collegially with colleagues on the analysis of practice and student progress
- Successful experience as a staff developer, preferred
- Master mental health provider with extensive training and successful experience in effective instruction and support of students
- Knowledgeable about current research on effective strategies in assigned areas

### **Assigned Responsibilities**

1. Supervise, mentor, and facilitate training and ongoing support for assigned SBMH interns.
2. Facilitate the relationship between District 69 and the partner University and comply with all requirements of the University for successful completion of the internship

3. Participate and support the development of sessions appropriate to the resident interns throughout the District Mentoring Program
4. Facilitate a formal weekly meeting with each intern to provide feedback, review student needs, status of cases, and set upcoming schedules and priorities
5. Be responsive to the needs and schedules of the interns as you support them in job related tasks
6. Model reflective practices, including but not limited to the use of peer feedback, video, reflection, and working with an instructional coach
7. Provide resources and opportunities for the growth to aid in the development of the interns
8. Support the diversity of perspectives and experiences and help reduce barriers
9. Maintain confidentiality and professional conduct
10. Provide training and job embedded support on the use of district adopted instructional materials and MTSS and special education protocols.
11. Provide training and job embedded support on data collection protocols, evaluation tools and analysis of findings.
12. Assist interns in developing student management strategies, behavior de escalation, and build the capacity to support teachers in implementing these skills.
13. Perform other related tasks as assigned by the Assistant Superintendent.

**Work Year:** 180.5 work days plus 5 additional days. Salary and work year established in accordance with the Agreement between the Board of Education of District 69 and the Skokie Education Association (SEA)

**Evaluation:** Performance of this job will be evaluated in accordance with the District 69 Teacher Evaluation Plan and in accordance with the provisions of the SEA Contract.