Position: Safety and Climate Liaison	FLSA: Non-exempt
Reports to: Principal or Designee	Salary Grade: 12

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

OVERALL OBJECTIVE AND SUMMARY

Under the direction of the site principal district leader, or site designee, the Safety and Climate Liaison is responsible for the enforcement of applicable sections of the Education Code, the District's Student Conduct Code, individual school rules, and district policies, regulations, protocols and practices. They are responsible for monitoring the safety and well being of students, staff, parents, visitors/guests, and property at schools or other District sites. They will utilize a variety of strategies to develop a safe and positive climate. In addition to the essential elements of school safety and workplace safety, the Safety and Climate Liaisons play an important role in the implementation of the District's Culture of Resilience. The Culture of Resilience is characterized by a safe and respectful environment that enables students to build caring relationships with adults and peers, self-regulate their emotions and behaviors, adapt to adversity, and succeed academically. There will be a strong emphasis on the position's technology skills, writing skills, their visibility, movement, communication and responsiveness. This position will typically work full-time at one school site, but may need to travel to serve multiple schools in the area.

ESSENTIAL DUTIES AND RESPONSIBILITIES

In addition to the essential duties and responsibilities performed by a Campus Safety Specialist I/II:

- Maintain a safe environment for students, staff, parents, visitors/guests
- Protect school facilities and property
- Implement the expectations on a daily basis:
    - Visibility - Being visible so students, faculty, staff, parents, visitors/guests are aware of the presence of our Safety and Climate Liaison.
    - Movement - Maintain movement as directed by their site leader or supervisor to ensure the greatest coverage on a school or district facility.
    - Communication - Create or Nurture a positive and professional rapport with students, faculty, staff, parents, visitors/guests and among safety team members.
    - Responsiveness - Create Nurture a feeling of safety and a positive culture by appropriately responding to the needs of the moment with the most effective strategy(ies).
- Utilize all forms of appropriate technology as safety tools; support the schools/facility with camera and technology needs
- Wear appropriate uniform, attire, and equipment for the role that promotes visibility and helps augment the feeling of safety and a positive culture on a campus
- Write complex documents
- Support site team to implement Positive Behavioral Intervention Systems, Restorative Practices, and Responsive Classroom environment(s)
- Implement an approach to supporting students that addresses Anti-Racist, Anti-Bias and Culturally Relevant strategies
- Facilitate restorative practices with students and use de-escalation strategies with students
- Build positive relationships with students, parents, staff and community; Motivate and support students to transform their behaviors
- Mediate where appropriate
- Can plan, organize, oversee and coordinate professional development, with the site principal, designee

or district support, for the site's campus safety specialists.
- Under the direction of a supervisor, the Safety and Climate Liaison guides and monitors routine work completed by other support staff.
- Provide behavioral consultation to families as needed
- Engage in home visits
- Be a member of the team with Campus Safety Specialists
- Promote the District's Vision, Goals, and Core Values, as well as the district's strategic plan and the school site's mission/purpose
- As directed, promote and implement prevention strategies/programs using approved behavioral strategies and positive reinforcements to de-escalate negative behaviors
- Assist in the identification of students in need of conflict mediation and provide peer mediation or other support resources as needed
- Greet students, faculty, staff, visitors/guests throughout the day to create a positive and inviting climate and culture on campus
- Attend meetings as needed to discuss best practices to improve climate and culture on campus
- Orient new students and their families to the school site's mission/purpose
- Support the re-entry of students returning from discipline
- Monitor and support students that need additional support and guidance
- Monitor and document behavior referrals and interventions in the district's student information system; share outcomes and recommendations with site team
- Confer, as needed, with site team, teacher(s) and other staff concerning behavioral supports, programs and interventions to meet student needs
- Coordinate activities for the purpose of implementing behavior intervention plans and behavior support plans, including measurable goals and objectives with strategies for meeting them
- Assist in investigations, incident reports and situations that interrupt the climate and culture of the school as needed
- Perform related duties as assigned that support the overall objective of the position

QUALIFICATIONS

Knowledge of:

- NUSD Vision, Goals, and Core Values/Beliefs, and strategic directions
- District and site's policies and expectations regarding restorative practices, conflict mediation and behavior management techniques
- Assigned school site's mission and purpose
- Restorative Practices
- Trauma Informed Practices
- Positive Behavior Intervention and Supports or related site-programs
- Anti-Racist / Anti-Bias approaches
- Federal, state, and District policies and mandates related to work scope
- California Ed Code
- Interpersonal skills using tact, patience, de-escalation strategies and courtesy
- Diverse academic, socio-economic, cultural, ethnic, and disability backgrounds of students
- Methods to interpret, apply and explain rules, regulations, policies, and procedures
- Interpersonal skills sufficient to deal with normal and possibly confrontational situations, to facilitate group discussions and mediation among students.
- Skills to appropriately restrain students when necessary for safety reasons
- Basic security and safety procedures
- Recordkeeping and computer skills

Ability to:

- Travel as needed to multiple school sites, off-site events, home visits when needed, etc.

- Maintain strict confidentiality of student records and information according to established guidelines
- Interpret, apply, and explain school and District rules, regulations, policies and procedures
- Manage stress while remaining alert, calm, and action-oriented in stressful situations
- Control personal emotions
- Participate in District approved professional development to maintain current knowledge of the evolving needs of students and the District related to work scope
- Understand and follow oral and written directions
- Implement plans and evaluate their outcomes
- Prioritize responsibilities and meet established schedules and timelines
- Report incidents to assigned supervisor using established procedures
- Communicate clearly with students, staff and others both orally and in writing
- Write complex, accurate, thorough documents, including but not limited to investigative reports
- Diffuse situations calmly and with authority
- Meet schedules and time lines and maintain a safe and orderly environment
- Administer CPR and basic first aid
- Complete work accurately and as directed with many interruptions
- Establish and maintain effective professional relationships with others
- Prepare and maintain clear, concise and accurate records and reports
- Prepare and deliver clear and concise presentations to a variety of audiences
- Meet District standards of professional conduct as outlined in Board Policy
- Analyze information, summarize data and findings and present them in ways easily understandable to decision-makers
- Complete all required trainings, including annual mandated trainings, as required for the position
- Operate instructional and office equipment

PHYSICAL ABILITIES

This position requires:

- Consistent mental alertness
- Visual acuity to observe people, facilities, situations, and movement
- Sufficient ambulatory abilities to stand for extended periods of time, walk continually, and occasionally pull, push, or lift medium weight objects
- Auditory ability to carry on conversations and project voice in a noisy outdoor or large indoor room environment
- Speaking and hearing to communicate in person or over the phone
- Physically able to restrain/control individuals according to approved procedures and policies

EDUCATION AND EXPERIENCE

- Any combination of experience and training that would likely provide the required knowledge and abilities could qualify someone for this position. A typical way to obtain the knowledge and abilities would be:
    - Education: Bachelor's degree from an accredited college or university
    - Experience: Minimum five (5) years working in a culturally diverse public school system, including experience with conflict mediation/resolution, restorative justice, behavioral health, social justice or related field
- Prior to hiring or commit to commence training within the first 90 days of employment, candidate must be trained in District-approved delivery regarding:
    - Restorative Practices
    - Trauma Informed Practices
    - Positive Behavior Intervention and Supports or related site-programs
    - Anti-Racist / Anti-Bias
    - Investigating Sexual Harassment/Assault

    - Mandated reporting
    - Culturally Relevant Strategies
    - Skills to appropriately restrain students when necessary for safety reasons
    - Any other relevant training currently being offered to this specific job classification
- Bilingual is desirable

LICENSES AND CERTIFICATES

- Successful completion and certification of CPR/First Aid
- California driver's license preferred

Board Approved: June 22, 2022
Range Updated: July 1, 2025 per CBA