

**LIBERTY UNION HIGH SCHOOL DISTRICT
DISTRICT DIVERSITY SPECIALIST**

DEFINITION

Under the direction of the Assistant Superintendent of Administrative Services, the District Diversity Specialist will work district-wide to facilitate and monitor the achievement of District goals regarding increased sensitivity to and appreciation for the changing ethnic and socioeconomic demographics within the boundaries of the Liberty Union High School District.

EXAMPLES OF DUTIES

Coordinates diversity appreciation staff development activities for certificated and classified staff; works with student cultural clubs to enhance their membership and visibility, including helping to identify possible presenters for assemblies; serves as liaison with community to increase communication, works with parent groups including arranging sensitivity trainings or speakers, as needed; articulate with feeder middle schools; conducts assessments of school cultural awareness and sensitivity; supports and participates in professional development related to diversity; provides event/activity supervision during student cultural assemblies or events; may be assigned to assist campus supervisor during the school day including providing crisis intervention; assists in investigating and applying Standard Operating Procedures (SOPs) in the case of potential hate crimes; and other, related duties as assigned

QUALIFICATIONS

Knowledge of:

- Liberty Union High School District policies, procedures, and goals;
- Community resources that support diversity awareness;
- Special needs of and challenges faced by students in the public school system;
- Non-violent crisis intervention and resolution techniques;
- Effective communication skills, both oral and written.

Ability to:

- Communicate effectively with adolescents and adults with a wide range of diverse backgrounds;
- Analyze situations accurately and take appropriate actions;
- Maintain cooperative relationships with a broad range of agencies outside the school, including city entities such as the police;
- Safely drive a district-provided vehicle;
- Be available to work in evening hours, when necessary;
- Perform the tasks related to occasional campus supervision responsibilities;
- Be comfortable speaking before a group of students or adults;
- Speak and understand English at a level required for public oral presentations and the filing of reports *(ability to speak Spanish desired but not required).

Education:

- A high school diploma or equivalent;
- College coursework or equivalent training/experience in ethnic studies, diversity awareness, counseling, social work, or related fields.

Possession of:

- A valid California Driver's License