



YOUTH VIOLENCE PREVENTION AND RESPONSE MANAGER

BASIC FUNCTION

Under general supervision, manage services in the design, develop, implementation and support of a variety of programs designed to close gaps and improve policy and system responses to uplifting youth and families impacted by community violence; build partnerships and connections between schools and community based organizations, provide responsive support to students, schools and families; facilitate strategic planning processes, engage in already existing community mobilization, provide referrals to interested families, collect data and report on process improvements and evaluations; act as a liaison to all violence prevention programs and services provided by non-profit, faith-based, community, and City entities.

REPRESENTATIVE DUTIES

- Assess current strategies being implemented across PPS school district and in the broader community, to inform and aid in the design of a ***PPS Collective Impact and Response Framework***.
- Assess the needs of youth impacted by violence in PPS communities' and needs in which prevention programming may be implemented.
- Develop and implement improvement strategies as appropriate; communicate status, progress and concerns with district leaders, school administrators and staff, social service providers, community partners, families and caregivers
- Establish rapport; manage, mentor, and guide students, families, and community partners and program designees to facilitate effective programs and services.
- Connect partners, agencies, and schools to support students impacted by community violence throughout the cluster.
- Tightly partner with the PPS Security Services department to integrate violence mitigation standards into district safety protocols.
- Develop, gather, review, and present on a wide variety of records, reports, presentations and related materials to violence prevention; gather information and oversee the preparation, monitoring and follow-up on process dialogues, agreements and outcomes.
- Collaborate with Research, Assessment, and Accountability team to identify and report on students served and to conduct, synthesize and apply research findings to develop and/or improve prevention initiatives in alignment with strategy 6.
- Work in collaborative partnership with community members and organizations where prevention programming, projects and initiatives are already being implemented including but not limited to: Community based youth serving organizations, City of Portland's Office of Violence Prevention, and Community based educational programs.
- Coordinate, collaborate, and facilitate partnerships with local, regional, and state governments, community, community leaders, and city departments and agencies, including with Portland Police

Bureau (PPB), Juvenile Department, and other violence prevention stakeholders (ie. STRYVE, OYVP, Donald E. Long etc.).

- Collaborate with school teams, the PPS Communications and PPS Security Services Departments to implement communication strategies and tools to ensure effective and timely communication between families, community agencies and partners, and other community stakeholders in response to community violence impacting PPS youth.
- In partnership with the Community & Student Engagement team, conduct direct community-based engagement and outreach related to violence prevention and support of students and families impacted by violence.
- Identify and facilitate mentorship opportunities for coaching and supports for impacted Youth to facilitate personal, social and educational growth while encouraging greater social inclusion.
- Identify and facilitate educational programming as appropriate including but not limited to Tier I violence prevention curriculum/Tier II groups; partner with Professional Learning & Leadership and Racial Equity & Social Justice teams to ensure alignment of training and resources.
- Identify and facilitate professional training for school teams, as appropriate including professional learning on community violence prevention and response.
- Demonstrate a commitment to the Portland Public Schools Equity Initiative by developing a thorough knowledge and application of the district Racial Educational Equity Policy and other board policies; participate in staff development, in-services and trainings related to diversity, equity and inclusion in the workplace and in K – 12 education; model appropriate behaviors; develop, recommend and implement improvements to educational practices with awareness and understanding of their impact in a racially and culturally diverse community.
- Create, maintain and distribute a variety of analyses, spreadsheets, records, reports, lists and files of general information and confidential materials.
- Lead and participate in trainings, in-services, workshops, planning meetings, and conferences related to assigned activities; may serve on a variety of district and community committees as assigned.
- Perform related duties as assigned.

Knowledge, Skills, Abilities

- Commitment to and engagement in anti-racist practices both personally and professionally.
- Experience related to engaging individuals and organizations in coalition building, policy education, social norms change, or community mobilization efforts directly related to violence prevention efforts.
- Experience with cross-departmental and cross-agency collaboration.
- Experience and sensitivity working with members of different cultural and racial backgrounds, including visible and non-visible dimensions of diversity.
- Knowledge and/or familiarity with culturally responsive positive youth development and violence prevention programming.
- Experience in programming designed to create changes in social norms and/or focused on social justice efforts.

- Demonstrated experience with traditional and non-traditional outreach activities and strategies aimed at youth.
- Knowledge of and sensitivity to the experiences, issues and needs of impacted youth- often acquired through lived or work experience.
- Strong ethical communication and relationship-building and maintenance skills.
- Exceptionally strong organizational skills, ability to manage multiple deadlines, and multiple program activities.
- Flexibility regarding assigned work schedule, including days, evenings, weekends
- Demonstrate preparation and skill in working with K-12 students from diverse backgrounds.
- Build rapport, mentor and guide children and adolescents.
- Meet the academic, social and emotional needs of historically underserved youth.
- Coordinate and collaborate with a variety of stakeholders to affect positive outcomes.
- Advocate, model, learn and implement Portland Public School's Racial Equity Initiative.
- Work with situations and people in crisis and de-escalate conflict.
- Communicate effectively both orally and in writing.
- Deliver a high-level of customer service to district students and stakeholders

EDUCATION & TRAINING

A Bachelor's degree in Education, Counseling, Psychology, Sociology, Criminology, Social Work, or related field is required.

EXPERIENCE

Three (3) years of experience working with children or adolescents to effective positive academic, social and/or emotional life-skills. Experience working with or leading violence prevention programs, especially those focused on supporting youth.

Experience serving the needs of a richly diverse student and community population is required.

Special Requirements

Some positions in this classification may require the use of a personal automobile and possession of a valid driver's license.

Some positions in this classification may require variable work hours including evenings and weekends.

Some positions in this classification may require the ability to read, write and speak in a language other than English.

WORKING CONDITIONS

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Persons with certain disabilities may be capable of performing the essential duties

of this class with or without reasonable accommodation, depending on the nature of the disability.

Work Environment: Work is performed primarily in an elementary, middle, K-8 and/or High School campus environment with extensive student, parent and public contact and frequent interruptions. Work hours may include on- and off-campus evening and weekend activities, meetings and district, school and student functions.

Hazards: Potential conflict situations.

Physical Demands: Primary functions require sufficient physical ability and mobility to work in a school office and campus setting; dexterity of hands and fingers to operate a computer keyboard and other office equipment; sitting, standing and walking for extended periods of time; running, crouching, bending, carrying objects weighing up to 50 pounds kneeling, bending at the waist; lifting, pushing, pulling; repetitive hand movement and fine coordination to use a computer keyboard; emotional stability to work effectively under pressure and in emergency situations and to keep all aspects of the job under control; hearing and speaking to hear normal voice-range frequencies and communicate on a two-way radio and to exchange information in person or on the telephone; seeing to read, prepare and assure the accuracy of documents.

FLSA: Exempt

Approval Date: May 1, 2022

Bargaining Unit: N/A

Work Year: 260 day

Salary Grade: 32

Classification Series: Student Success Programs Manager (job code 1914)

Portland Public Schools recognizes the diversity and worth of all individuals and groups and their roles in society. The District is committed to equal opportunity and nondiscrimination in all its educational and employment activities. The District prohibits discrimination based on race; national or ethnic origin; color; sex; religion; age; sexual orientation; gender expression or identity; pregnancy; marital status; familial status; economic status or source of income; mental or physical disability or perceived disability; or military service. Board of Education Policy 1.80.020-P