

Community School Absenteeism Coordinator Schenectady City School District Community School

About Schenectady City School District:

[Schenectady City Schools](#) will be a continually improving school district dedicated to excellence in teaching and learning, equity, engagement and efficiency. Everybody Counts. Everybody Learns. The community school initiative focuses on academics, health and social services, and youth and community development. Community engagement leads to improved student learning, stronger families, and healthier communities. Using public schools as hubs, community schools bring together many partners to offer a range of supportive programming and opportunities to children, youth, families, and communities. A collaborative community-wide approach serves to remove barriers and provides accessibility to resources and supports that our students and families need from health, food, clothing, well-being and childcare to transportation, social service and legal support.

We are seeking an ambitious and flexible person, who is enthusiastic about helping students in the Schenectady City School District succeed.

Goals and Duties of The Position

The VISTA, serving as the Community School Absenteeism Coordinator, will focus on: decreasing chronic absenteeism and increasing daily attendance rate in all five community schools by collaboratively addressing the barriers which lead to student and family disengagement.

The specific duties of the position include:

- Engage and support each Community School to evaluate barriers to student attendance through conducting a needs assessment utilizing multiple methods of outreach to school personnel, students and families.
- Work in partnership with the district, the community, families, and agencies to assess assets and needs, ensure efficient coordination of student and family support services.

- Engage and support Community School Coordinators and Parent Liaisons at Community Schools to design and implement a comprehensive system of programs and services for students and families based on the school needs assessment.
- Engage and support school administrators to strengthen and maintain a shared leadership system through the Community Schools Advisory Board, which includes multiple stakeholders.
- Engage and support the Community Schools Advisory Board to develop a strategic action plan, aligned to the assessed assets and needs, that effectively leverages school, district and grant resources to achieve measurable goals that directly increase access, opportunity and outcomes for students.
- Engage and support each Community School to implement school-level, multi-tiered positive attendance systems that improve and maintain student attendance and engagement.
- Assist in the preparation and maintenance of a variety of narrative and statistical reports, records, and files related to the effectiveness of assigned activities and personnel related to community schools.

Professional Development

VISTAs will develop skills in public speaking, career management, and social justice. We pride ourselves on being informed, caring, and intentional members of our communities and take the time to analyze our own roles in society.

As a part of the ACE program, VISTA members take part in our monthly team building days, attend AmeriCorps trainings, and have access to Siena's faculty to learn more about their areas of interest.

Minimum Qualifications:

- Must have an Associates level education or higher
- Have a growth mindset
- US citizen or have permanent resident status

Living Allowance:

VISTAs earn a living allowance for their service. The annual living allowance is \$22,882, which is \$877.66 on a bi-weekly basis.

Benefits:

- Supportive Cohort of peers

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- Ten free meals a week at Siena College
- Siena Gym/Library/Career and Internship Center Access
- CDTA bus pass
- [Non-competitive eligibility for federal employment](#)
- \$6,345.00 Education Award upon successful completion of full service term

Note: VISTAs and VISTA Leaders do not have access to on-campus housing.

Visit us online: <https://www.siena.edu/centers-institutes/ace> and on IG: [@sienavistas](#)

To Apply: [Click Here](#) or search “ACE at Siena” on the [MyAmeriCorps Portal](#) or or email Taylor Disco at, tdisco@siena.edu.

At Siena, diversity is an invitation to celebrate the uniqueness of each individual, as well as the cultural differences that enrich us all. Siena strives to ensure that individuals from all backgrounds and perspectives are served equitably. The diversity that students, staff and faculty bring to the College are viewed as a resource, strength and benefit to the College as a whole.

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