

Job Title: Security Attendance Interventionist

Summary: The Attendance Interventionist will build positive and proactive relationships with students and families, providing mentoring support to individual or groups of students as well as promoting and facilitating a sustainable, safe, secure, and nurturing school learning environment that enables the academic, social, and emotional needs of all students. The Attendance Interventionist will work closely with the Dean's and House Personnel to monitor and intervene on student behavior and attendance issues.

Job Duties / Responsibilities:

Monitor Attendance Reports

- Work with House OPs to monitor attendance reports and consequences.
- Analyze attendance data to identify patterns and areas of concern related to class avoidance.

Supervise Hallways and Cafeteria

- Monitor hallways and bathrooms during passing periods to ensure students are moving between classes promptly. Conduct bathroom sweeps as necessary.
- Supervise the cafeteria during school hours to promote orderly behavior and attendance.

Student Intervention

- Deliver consequence slips and meet with identified students to discuss class avoidance behaviors and their consequences.
- Recommend and implement appropriate interventions to address attendance issues.

Collaboration

- Collaborate with all House personnel, including OP's, Counselors, Social Workers, Psychologists, and Deans to address attendance and behavior concerns.
- Attend security meetings to communicate behavior trends and concerns
- Attend House PLC meetings to communicate attendance behaviors
- Work closely with student intervention teams to provide relevant information and interventions as needed.

Experience / Knowledge:

- Excellent communication and public relations skills (required)
- Must relate well with students.
- Ability to work on multiple tasks.
- Ability to track, monitor, and report behavior data.
- Previous experience in security/conflict resolution in an educational setting (preferred).