

Thornton Township High School District 205

Restorative Justice Specialist

JOB DESCRIPTION

JOB TITLE: Restorative Justice Specialist

Job Summary

This position is responsible for the implementation of restorative justice according to district guidelines, including providing direct restorative services to staff, students and families, and providing coaching and technical support to school staff in the successful implementation and practice restorative justice.

Essential Job Functions:

- Respond to incoming discipline referrals to assess appropriate response
- Inform and prepare participants for restorative circles and/or dialogues
- Contact parents/guardians to invite or inform about a restorative meetings and disciplinary matters
- Facilitate restorative processes
- Utilization of ACES and building wide strategies
- Coordinate the delivery of restorative circles to classrooms as requested by school staff
- Provide participants, parents and appropriate staff with agreement/outcome of restorative process
- Follow up on all restorative meetings to ensure agreements are upheld
- Work with School Resource Officers in cases that involve situations that may generate police report
- Coordinate restorative community service opportunities
- Model restorative classroom and discipline processes
- Provide consultation, coaching and technical support around implementation of restorative practices
- Work with school PBIS (Positive Behavior Intervention Support), Equity, Leadership, Data (etc.) teams to build and strengthen current practices
- Peer mediation and conflict resolution practices
- Utilizations of ACES strategies
- Work with School Coordinators to implement restorative practices in after school programming
- Work with school staff to analyze data to identify racial and other disparities and collaboratively work to develop improvement plans to interrupt disproportionate discipline practices
- Provide regular Restorative Justice update at school staff meetings
- Identify and build relationships with school, parent and community stakeholder
- Work with families to support student success and promote greater engagement of families in the school
- Prompt and regular attendance

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Essential Job Requirements:

Bilingual preferred

Qualifications:

- Theoretical and practical understanding of restorative justice processes within school system
- Ability to facilitate difficult conversations with both youth and adults
- Ability to develop and implement short and long range goals
- Ability to work independently
- Ability to work as part of a team and manage collaboration with a wide range of individuals and entities
- Demonstrated experience and success working with diverse and under-represented individuals and communities
- Ability to speak/present comfortably and effectively in large and small groups
- Excellent communication, both written and oral, and presentation skills
- Ability to handle multiple priorities and complete tasks/projects in accordance with state deadlines
- Self-motivated with strong organizational and time management skills
- Ability to work under pressure and effectively diffuse crisis situations
- Demonstrated personal and professional commitment to equity and inclusion
- Ability to work through conflict with co-workers and volunteers
- Knowledge of equity issues in current education reform
- Demonstrated ability to maintain confidentiality
- Demonstrated skills to motivate students and staff, communicate with individuals from varied educational and cultural backgrounds, work collaboratively with various groups within the school and in the community

Experience Required:

- Demonstrated a minimum of 5 years of success as a classroom teacher

Licenses, Bonding and/or Testing Required:

- Teaching Credentials for appropriate level of instruction and/or subjects
- Criminal Justice fingerprint clearance

Terms of Employment:

- This is a Title 1 funded Position. This position ends May 26, 2022