



Job Description: Director/ Coordinator Student Support and Social Work

HEALTH LEADERSHIP HIGH SCHOOL MISSION STATEMENT

The mission of Health Leadership High School is to equip students who are interested in health with the skills they need to become leaders in developing healthier communities. Through experiential and project-based learning, our students develop as deep and complex thinkers to have a broad understanding of the determinants of improving healthier communities. Our mission is to take a holistic approach in supporting youth to have successful careers by caring for their intellectual, physical, and emotional well-being as students.

HEALTH LEADERSHIP HIGH SCHOOL VISION STATEMENT

The vision of Health Leadership High School is to develop well-rounded, confident, responsible, and skilled individuals who aspire to achieve their full potential. We are teaching and learning with young problem solvers and facilitators—bringing in the most impacted voices to be on the front lines of community transformation and systemic change. Through hands-on experiences addressing real-time health challenges in their communities, our students develop as lifelong learners and responsible citizens. Our students are prepared to meet the challenges of today and are inspired to become future healthcare professionals and leaders within their families and communities.

POSITION ANNOUNCEMENT: LEADER PROFILE

To be successful in this role at Health Leadership High School, the Director of Student Support and Social Work must demonstrate a deep commitment to fostering a trauma-informed, restorative school culture, provide strategic vision for holistic student support, and ensure operational and financial compliance in service of students.

This leader will embody multiple roles:

- **As a Culture Builder**, the Director will create an inclusive and nurturing school environment aligned with HLHS's values.
- **As a Strategist**, the Director will develop and lead initiatives to address students' academic, social-emotional, and behavioral needs.
- **As an Operator**, the Director will manage day-to-day functions and ensure compliance with regulations and financial efficiency.
- **As a Coach and Mentor**, the Director will foster growth and development for staff and students through guidance, professional development, and capacity building.

Leader as a Culture Builder: Professional Culture

A culture builder shapes the tone and values of the organization, fostering an environment of inclusivity, collaboration, and growth. This leader will:

- Train staff in restorative justice and trauma-informed care practices.
- Oversee the implementation of the school-wide SEL framework and the Advisory Model.
- Engage families and advisors to support student well-being and growth.
- Promote self-care and wellness for staff through programs such as Trauma-Centered Trauma-Sensitive Yoga (TCTSY).
- Lead family engagement initiatives to address social-emotional and behavioral student needs.

Leader as a Strategist: Holistic Visionary

A strategic leader identifies opportunities, anticipates challenges, and crafts long-term solutions. Responsibilities include:

- Developing and evaluating the Social-Emotional Wellness Program.
- Leading crisis management, including risk assessments and safety planning.
- Designing trauma-informed interventions to build student resilience.
- Building community partnerships to expand mental health and wellness services.
- Collaborating with staff to integrate SEL into project-based learning and assessment practices.

Leader as Operator: Operations, Finance, and Compliance

An operator ensures the seamless execution of processes and compliance with legal and financial requirements. This role includes:

- Supervising Medicaid billing for the Medicaid in Schools Reimbursement Program.
- Ensuring compliance with IDEA regulations for related student services.
- Managing data systems for SEL program evaluation and reporting.
- Updating and enforcing student behavior policies and protocols.
- Collaborating on grant reporting and budget alignment for student support services.

Leader as a Coach and Mentor: Fostering Growth

A coach and mentor nurtures the growth and development of both staff and students, ensuring their success and alignment with HLHS's mission. This leader will:

- Provide ongoing professional development in trauma-informed practices, SEL, and restorative justice.
- Mentor staff to build capacity in supporting students' social-emotional and academic needs.

- Guide advisors and teachers in implementing effective interventions for student success.
 - Offer feedback and support to enhance staff performance and collaboration.
 - Support students in building self-awareness, emotional regulation, and personal growth through intentional mentoring.
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QUALIFICATIONS

- Master's degree in Social Work and Licensed Independent status.
 - Licensure as a social worker or equivalent credential preferred.
 - Extensive experience in restorative justice, trauma-informed practices, and SEL programming.
 - Strong organizational, leadership, and interpersonal skills.
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APPLICATION INSTRUCTIONS

Interested candidates should submit a cover letter, resume, and three references to Dr. Archuleta at Jobs@healthleadershiphighschool.org. Applications will be reviewed on a rolling basis until the position is filled.

At Health Leadership High School, we seek to embrace equity, diversity and inclusion. We strive to have employees who have a deep commitment to supporting youth and community as a whole. Health Leadership High School is proud to be an equal opportunity employer.