

PUBLIC NOTICE

The City of South Salt Lake is accepting applications for the following **full time** position:

PROMISE SOUTH SALT LAKE SEL SUPPORT SUPERVISOR (BSW/MSW)

POSITION SUMMARY

Under the direction of the Promise Deputy Director, the Promise South Salt Lake (PSSL) Social and Emotional Learning (SEL) Support Supervisor provides and guides SEL support in PSSL programs alongside SSL families and schools, improving practices in ways that enhance social and emotional development. The Supervisor is responsible for providing professional development for staff, recruiting and supervising Social Work student interns, assisting program sites with SEL and positive behavior support for individual youth, SEL data collection and reporting, and guiding SEL policies and procedures.

ESSENTIAL RESPONSIBILITIES AND DUTIES

- Provide SEL and mental health support and training for PSSL programs and community members to address mental health and social emotional needs.
 - Plan and implement high-quality SEL and positive behavior support within PSSL youth programs, utilizing an evidence-informed approach.
 - Address behavior needs in programs using appropriate behavior management techniques, problem solving skills, and understanding of youth development.
 - Design and assist in the implementation of individualized behavior support plans, collaborating with PSSL staff, youth, families, and school staff.
 - Visit program sites frequently in order to monitor and adjust support plans, communicating challenges and successes with families and partners as appropriate.
 - Assist site staff in creating and maintaining a positive climate and culture that is inclusive and safe and affirming/welcoming for all individuals, including Black, Indigenous, and People of Color, LGBTQ+ individuals, people from immigrant and refugee backgrounds, People with Disabilities, and people with other marginalized identities.
 - Develop procedures and training materials for staff related to SEL and positive behavior support.
 - Provide professional learning opportunities for PSSL staff.
- Supervise Social Work Student Interns.
 - Provide structure and positive leadership for the SEL Social Work Interns and SEL staff team.
 - Collaborate with local colleges and universities to recruit staff and interns.
 - Ensure SEL team is meeting the needs of programs, schools, and the community.
- Collection of data and grant reporting.
 - Ensure grant requirements are met.
 - Collect required data relative to SEL and mental health.
 - Complete applicable grant reports, including data and narrative sections.
 - Use data to guide program structure and youth supports.
- Establish professional relationships with partner organizations.
 - Work closely with youth, PSSL staff, families, and schools to ensure adequate resources are provided.
 - Create new partnerships to enhance programming.

- Develop relationships with various partners including school staff, City departments, and funders, and collaborate on programs and activities such as Parent Teacher Conferences, parent engagement activities, and city/community events
- Coordinate with the Community Engagement team to conduct home visits and other outreach to the community.
- Participate in PSSL Councils and Committees and supervise City events as assigned.
- Other duties as assigned.

MINIMUM QUALIFICATIONS

EDUCATION, EXPERIENCE, AND CERTIFICATIONS

REQUIRED: BSW or MSW and at least 1 year of full-time work with youth in the field of Social Work .

Preferred: 4 years of relevant experience in youth development, behavior support, or education.

EQUITY STATEMENT

Promise South Salt Lake is an Equal Opportunity Employer. We prioritize efforts to advance inclusion, diversity, equity, and accessibility (IDEA) initiatives across all aspects of our work while removing barriers to access and opportunities.

Commitment to IDEA initiatives reflects Promise’s aim to be a place where all people find themselves represented, welcomed, engaged, and heard. All qualified individuals are encouraged to apply, including those from underrepresented groups, such as minorities, women, persons with disabilities and protected veterans. With these values at the forefront of our minds, we encourage the organizations we partner with to do the same. We recognize this work as a journey that is never complete.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES

1. Knowledge of positive behavior support theories and best practices.
2. Understanding of social emotional learning strategies, behavioral characteristics, and best practices related to working with youth with DSM diagnoses.
3. Experience working with youth in group settings.
4. Proven track record of working with youth from underrepresented or under-resourced populations.
5. Evidence of commitment to the mission of PSSL including youth leadership, youth development, social justice action, and racial equity and inclusion.
6. Excellent organizational skills and project management experience.
7. Ability to self-start, learn new skills, and work independently.
8. Ability to communicate effectively, verbally, and in writing.
9. Ability to establish and maintain effective working relationships with employees, supervisors, other agencies, participants, and the general public.
10. Skills in professional office settings, including knowledge of common computer software including the Microsoft Office and Google suites.
11. Ability and willingness to become fully licensed through the Office of Child Care Licensing (on the job training)

PHYSICAL DEMANDS/WORK ENVIRONMENT

The physical demands and work environment characteristics described here are representative of those that must be met or will be encountered by an employee while successfully performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk, sit, talk, or hear. The employee is occasionally required to climb or balance, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

The noise level in the work environment is usually quiet while in the office, and moderately loud when in the field.

Unconventional working hours may be required, including evening and weekend hours.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of the specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description is subject to change by the employer as the needs of the employer and requirements of the job change.

Promise SSL Department applicants are encouraged to email our Business Manager at vsmith@sslc.gov if you have submitted an application but do not hear back within 5 business days following application submission for 'Open Until Filled' positions and/or 5 business days following the listed 'Closing Date'.

WAGE: \$27.16, plus full benefits (GRANT FUNDED | 3 year award)

HOURS: 40, Monday-Friday

CLOSING DATE: Open Until Jul 15, 2022

MUST COMPLETE CITY APPLICATION

Resumes submitted without an application will not be considered.

Applications are available on our website at www.sslc.gov.

-or-

CITY OF SOUTH SALT LAKE

220 EAST MORRIS AVENUE 2nd FLOOR

FINAL APPLICANT MUST SUBMIT TO AND PASS A DRUG SCREEN

EQUAL OPPORTUNITY EMPLOYER | THIS ORGANIZATION USES E-VERIFY