

## **SANTA CRUZ COUNTY OFFICE OF EDUCATION**

### **GANG INTERVENTION SPECIALIST**

#### **DEFINITION**

The job of Gang Intervention Specialist was established for the purpose/s of providing support to the instructional program with specific responsibilities for providing gang prevention and intervention services to students in coordination with the Santa Cruz County Office of Education's staff, security and local law enforcement agencies; providing in-service training to staff, parents, students and community organizations; and intervenes with identified gang members and students on the fringes of gang involvement through direct contact with the students and with their families.

#### **SUPERVISION EXERCISED**

Exercise no supervision.

#### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Facilitates intervention protocols for gang members for the purpose of addressing related issues, identifying support resources, and formulating realistic academic and career/vocational goals.

Identifies students as gang members using standard law enforcement validation criteria for the purpose of communicating information to other parties.

Intervenes with gang members and those students on the fringe of gang involvement through direct individual advisement and through conflict resolution activities with disputing parties and meeting with parents/guardians for the purpose of bringing about a disassociation with gangs and/or making the parents aware of their student's involvement with gangs.

Maintains a variety of confidential and non-confidential manual and electronic lists and records (e.g., interventions, gang members, and affiliations, etc.) for the purpose of compiling and documenting activities in compliance with requirements.

Maintains a visible, accessible presence on campus for the purpose of increasing student awareness, discussing confrontations and minimizing disruptions.

Participates in a variety of meetings, workshops and committees for the purpose of conveying and/or gathering information required to perform functions and remaining knowledgeable with program guidelines.

Performs record keeping and clerical functions (e.g. student records, program materials, scheduling, copying, etc.) for the purpose of providing records/materials necessary for program success.

Provides individual counseling and support to students and parents for the purpose of addressing and resolving gang issues.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (CONTINUED)**

Provides workshops to school staff, students and parents on gang related topics for the purpose of increasing awareness and reducing the frequency and complications of gang activity.

Refers involved students to student activity groups for the purpose of providing support and encouraging a disassociation from gangs and creating connections with positive peer influences.

Responds to inquiries from a variety of internal and external sources for the purpose of providing information and/or direction as may be required.

Serves as a liaison between the school, home, law enforcement and/or other community organizations for the purpose of facilitating communication between participants.

Trains staff, parents, students and community groups regarding trends in gang members and behaviors including mode of dress, signing and writing styles for the purpose of increasing awareness and reducing the frequency and complications of gang activity.

Some opportunity to impact the organizations services.

**OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

Basic math, including calculations using fractions, percent, and/or ratios.

Read technical information, compose a variety of documents, facilitate group discussions, and analyze situations to define issues and draw conclusions.

Alcohol/drug abuse federal confidentiality laws.

Generally accepted substance abuse assessment, intervention, treatment, and recovery process for adolescents and families.

Chemical dependency counseling or prevention.

Physical and emotional development of adolescents.

Mental health issues.

**Skill and Ability to:**

Perform multiple, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions.

**Skill and Ability to (continued):**

Work under limited supervision using standardized practices and/or methods.

Independently work with others in a wide variety of circumstances; communicate with a diversity of individuals and/groups in a nonjudgmental manner.

Problem solving to analyze issues and create action plans; exercise independent interpretation of guidelines.

Apply assessment instruments.

Operate standard office equipment using defined methods, including using pertinent software applications.

Prepare and maintain accurate records/case management.

Utilize group presentation skills.

Schedule a number of activities, meetings and/or events.

Gather, collate, classify and analyze data utilizing defined processes.

Direct other persons within a small work unit.

Operate within a defined budget.

Utilize significant resources from other work units to perform the job's functions.

Adapt to changing work priorities.

Flexible work hours.

Display patience and a sense of humor.

Understand verbal input, respond quickly and maintain confidentiality.

Read, write and communicate clearly in English.

**EDUCATION AND EXPERIENCE**

*Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:*

**Education:**

Associate degree or higher from a nationally approved accredited college or university, in one of the following areas; criminal justice, police science, social science, or a related field.

**Experience:**

Two years of supervisory experience working with youth in the area of violence prevention in education, law enforcement, counseling, or related setting. Experience must include counseling or intervening with “at risk” youth; presenting workshops, and/or training sessions in topics such as violence prevention, and gang intervention/prevention.

**License or Certificate:**

Possess and maintain a valid California driver’s license, proper insurance and a good driving record.

**SPECIAL REQUIREMENTS**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, reach, push, pull and crawl.

Exposure to volatile and assaultive behavior; exposures to outdoors.

**Approved:** January 2017