

LOS ANGELES UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION

CLASS DESCRIPTION
Unit: B
Class Codes

YOUTH RELATIONS ASSOCIATE	4529
YOUTH RELATIONS ASSOCIATE (RESTRICTED)	
SENIOR YOUTH RELATIONS ASSOCIATE	4669

DEFINITION

A Youth Relations Associate provides liaison among individual youths, youth gangs, school authorities, parents, and community organizations in order to clarify problems, prevent anti-social acts, improve school-community relations, and promote safe student practices. A Senior Youth Relations Associate performs similar duties and, in addition, establishes work priorities and orients and supervises Youth Relations Associates.

TYPICAL DUTIES

- Assists school personnel and parents gain insight and awareness of the feelings and conditions precipitating destructive behavior by youth gangs and individual youths.
- Collects and disseminates information regarding disorderly or disruptive conduct or other situations that may affect the condition or use of District property and alerts District administrators when an emergency exists.
- Assists school personnel with mediation and conflict resolution between disputing parties.
- Provides information to school staffs and others regarding individual and youth gang activities that may endanger property or persons at schools.
- Gathers information from school authorities, parents, students, social service agencies, and law enforcement agencies and provides information in order to control rumors and prevent or minimize violence.
- Assists in implementing violence prevention programs and activities designed to foster positive student social behavior and safety practices.
- Advises parents and school personnel regarding programs and activities for reduction of campus tension and school-related youth gang activities.
- Conducts training sessions for school personnel regarding ethnic life styles.
- Participates in group and individual discussions with students, parents, staff, community, and ethnic-oriented organizations to channel activities of youth into socially acceptable forms.
- Writes progress reports regarding assignments.
- May assist school staff and security personnel by monitoring student activity on school grounds.
- May assist school staff and school police personnel with campus patrolling during crisis situations and during special events, such as contests and performances.
- May assist in planning and implementing special events.
- Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Youth Relations Associate provides liaison among students, parents, and school authorities to minimize acts of youth violence and improve school-community relations. Employees in the (Restricted) class are employed in accordance with Education Code Section 45105.

A Senior Youth Relations Associate performs the same duties as a Youth Relations Assistant and, in addition, assigns work priorities, orients new employees, and supervises lower level personnel.

A Liaison Aide assists administrators and other employees with the merging of students into receiving schools by helping to solve problems of attendance, behavior, and attitudes.

SUPERVISION

General supervision is received from a certificated employee. A Senior Youth Relations Associate exercises functional supervision over the work of Youth Relations Associates. A Youth Relations Associate exercises no supervision.

CLASS QUALIFICATIONS

Knowledge of:

- Community organizations involved with social and youth services Educational programs provided in the community
- Relationships among groups within the school community
- Attitudes of youth with tendencies toward overt violent acts
- Remedial solutions and approaches that discourage attitudes that promote violence
- Mediation and conflict resolution techniques

Ability to:

- Work effectively with students, school personnel, parents, community groups, and public agencies
- Recognize, interpret, and understand problems of youth that contribute to the display of violent and anti-social behavior
- Persuade individuals to take a constructive course of action
- Encourage mediation and conflict resolution practices
- Make oral presentations and communicate effectively
- Write clearly, concisely, and accurately
- Interact positively with members of various ethnic and socioeconomic groups
- Supervise effectively (Senior Class)

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency, preferably supplemented with college-level courses in sociology, psychology, child and adolescent growth and development, ethnic studies, and group dynamics.

Experience:

For Youth Relations Associate, two years of verifiable experience working with problem youth in educational, rehabilitation, social, or violence prevention programs, including six months experience working with school personnel.

For Senior Youth Relations Associate, three years of experience working with problem youth and school personnel in an educational, rehabilitation, social, or violence prevention program.

Special:

Ability to speak in a language other than English may be required for some Youth Relations Assistant positions.

Use of an automobile and a valid California Driver license.

This class description is not a complete statement of essential functions, responsibilities or requirements. Requirements are representative of the minimum level of knowledge, skill and/or abilities. Management retains the discretion to add or to change typical duties of a position at any time.