



JOB TITLE	FRYSC Assistant
REPORTS TO	FRYSC Coordinator
SALARY SCHEDULE	Classified
CONTRACTED DAYS AND/OR HOURS	220 days/ 6.5 hrs
JOB CLASS CODE	7334
POSITION CLASSIFICATION	Classified
DATE APPROVED	

QUALIFICATIONS

High School Diploma, valid Kentucky driver's license, prior experience working with families and children (preferable).

POSITION SUMMARY

Supports the FRYSC Coordinator in creating caretaking experiences that enhance students' abilities to succeed in school by developing and sustaining partnerships that promote early learning, successful transition into school, academic achievement, well-being, graduation and transition into adult life.

PERFORMANCE RESPONSIBILITIES

- Work with the FRYSC Coordinator to assure the implementation of activities as addressed in each of the FRYSC components.
- Co-facilitate student/family referrals to community resources such as behavioral health, child welfare and career development.
- Serve as a liaison between home, school, and community partners to address factors related to student success in school.
- Keep records of cases for use by Family Resource Center and outside agencies when appropriate.
- Assist coordinator in financial record keeping.
- Actively participate in the planning and implementation of the FRYSC advisory council.
- Assist in identifying all potential sources of services or funding for the FRYSC.
- Assist eligible families in assessing available federal and state support.
- Partner closely with behavioral and physical health agencies, juvenile justice, community advocacy and protective services.
- Connect and partner closely with behavioral and physical health agencies, juvenile justice, community advocacy and protective services.
- Demonstrate effective verbal and written communication skills.
- Demonstrate a commitment to professional growth.
- Demonstrate punctuality and regular attendance.
- Maintain appropriate professional appearance.
- Adhere to the appropriate code of ethics.

Perform other duties as assigned by Superintendent or designee.

PHYSICAL DEMANDS				
	SELDOM/RARE	OCCASIONAL <small>(UP TO 1/3 OF WORK DAY)</small>	FREQUENT <small>(1/3 TO 2/3 OF WORK DAY)</small>	FREQUENT <small>(2/3 OF WORK DAY)</small>
Standing/Walking	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sitting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Handle/Finger/Feel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reach/Push/Pull	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bend/Stoop/Crouch	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kneel/Crawl	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Climb/Balance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift/Carry (check weight and frequency)				
Up to 10 lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Up to 20 lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Up to 50 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up to 100 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Over 100 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>