

MIGRANT ADVOCATE

TITLE: Migrant Student Advocate/Recruiter

REPORTS TO: Associate Director for Federal, State and Alternative Programs

SUPERVISES: N/A

JOB FUNCTION: To recruit migrant families into the Migrant Education Program and to serve as an Advocate for the family to assist the family in receiving the essential services important for providing for their children.

DUTIES AND RESPONSIBILITIES:

- To make home visits to migratory or potential migratory children.
- To maintain and keep on file a daily log of all activities and time involved with each activity relating to the home visitations.
- To conduct personal interviews with parents/guardians of the migrant children.
- To determine student eligibility for Migrant program.
- To promote the value of education.
- To track migrant children (3-21) relative to their successful experience with schooling using three objective indicators:
 - Regular attendance
 - Satisfactory class performance
 - Sustained gains on achievement tests or progress toward graduation or readiness for kindergarten.
- To use resources in community in the resolution of problem situations.
- To provide academic guidance to students.

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DUTIES AND RESPONSIBILITIES (CONT.):

- To identify needs in the area of basic health care, dental, visual, audiological, nutrition, immunization, and general good health, and see corrections from related services.
- To provide positive reinforcement, commendations and recognition to students for foals achieved and school successes.
- To provide transportation as required to deliver needed services in the interest of school success.
- To seek acceptance of migrant youth (16-21) in alternative schooling experiences using other agencies.
- To involve parents in the functional skill development of pre-kindergarten migrant children (ages 3-4) to attain a level of achievement commensurate with recognized performance expectations for their age level.
- To plan, conduct and evaluate a summer school program which will address the accumulation of migrant students needs recorded and observed during the regular school term.
- Maintains regular attendance
- Performs other duties as assigned

PHYSICAL DEMANDS:

- Work is performed while standing, sitting and/or walking
- Requires the ability to communicate effectively using speech, vision and hearing
- Requires the use of hands for simple grasping and fine manipulations
- Requires bending, squatting, crawling, climbing, reaching
- Requires the ability to lift, carry, push or pull light weights

EDUCATION AND EXPERIENCE:

- Master's degree
- Three years of experience in area of assignment

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LICENSES AND OTHER REQUIREMENTS:

- Valid Kentucky Teaching Certificate

Original Date: _____

Revision Date: 01/1995

Revision Date: 07/2012