

Job Description

JD MIS 315
Updated: September 2009

Position Title: **Suicide Prevention Program Coordinator**

Qualifications:

- Licensed and certified teacher, administrator or counselor as required by the Department of Public Instruction.
- Ability to relate with students with learning and attitudinal problems.
- Ability to work well with others in a team environment.
- Ability to accept direction from supervisors.
- Ability to follow work rules and procedures.
- Ability to accept constructive criticism.

Immediate Supervisor: Building Principal or District Administrator

Position Function:

Be the immediate contact person when district employees have reason to believe that a student is suicidal, and to make immediate contact with the student, and make immediate contact with parents, counselors, psychologists, health agencies, police and others who can help assist.

Specific Responsibilities:

1. Provide leadership in developing an effective youth suicide prevention and intervention program.
2. Develop an agreement of understanding between the school and community agencies in providing emergency services to include medical and crisis intervention and to handle referrals.
3. Inform staff on a yearly basis about recognizing the suicidal youth, relationships to Alcohol, Tobacco, and Other Drugs (ATOD), teen pregnancy, sexual abuse, and other youth issues, and inservice on how to refer suicidal youth.

Evaluation: Performance of this job will be evaluated with provisions of the Board's policy on evaluations of employees. Evaluation is to be done by the Building Principal.