



**Rio Grande Academy of Fine Arts  
Parent Liaison/Social Worker**

**Who We Are:**

Rio Grande Academy of Fine Arts (RioGAFA) is a free, public charter school that educates students through an arts-integration curriculum that promotes critical and creative thinking and supports all K-12 students in achieving grade-level standards. Located on Albuquerque's Westside, we are currently offering grades K-3 and 6-8, with the goal of adding two grade levels yearly until we are K-12. Through our vision and collaboration with home, school, and the community, every RioGAFA student will be well prepared for the demands of the 21st Century with the ability to:

- **Inquire – Think Curiously,**
- **Imagine – Think Beyond,**
- **Innovate – Think Creatively,**
- **Inspire – Influence Excellence.**

**What You'll Do:**

- The Parent Liaison works to establish communication, relationships and maintain mutual understanding
- Promote strategies to support successful school and family interactions.
- Promote the importance of communication between teachers and parents on an ongoing basis through avenues such as student-led conferences, student progress reports, and volunteer opportunities in a language the family can understand.
- Provide assistance to parents of children served by the school, as appropriate, in understanding academic standards and how to monitor a child's progress and work with educators to improve the achievement of their children. Serve as the liaison between parents, teachers, and school personnel.
- Coordinate parenting sessions and activities.
- Communicates issues of interest to parents through various formats.
- Assist staff with follow-up of core parent issues.
- Works closely with the Community Schools Coordinator.
- Serve on student support teams and special education committees.
- Conduct parent interviews to acquire socio-developmental information as needed for special education referrals.
- Interview students and parents to discuss issues related to attendance and non-attendance and develop a plan of action.
- Assist in following school regulations for excessive absences and truancy; attend student support team meetings and interventions.
- Develop and implement professional development training for educational staff and parents, as requested.
- Provide individual and/or group counseling in response to a school-wide crisis.
- Participate in professional development activities aimed at current trends and best practices for the provision of comprehensive school social work services.
- Conduct home visits as a method to access the family and conduct interviews in response to school referrals.
- Maintain an ongoing liaison with community agencies and other resources to meet student needs; refers parents and students to agencies when appropriate..
- Participate in professional growth and development activities, including staff meetings, Professional Learning Communities, and staff development activities as required or assigned.
- Maintain confidentiality regarding students and staff personnel information.
- Maintain a valid New Mexico professional school social worker license and is responsible for the renewal of the license.
- Assume other reasonable and equitable job-related duties assigned by the Director(s).

**What We Provide:**

- Work in a collaborative and community-oriented environment.
- 7 days of paid professional development
- Monthly training
- Growth and leadership opportunities through coaching
- Competitive salary schedule
- Earned paid leave
- New Mexico Public Schools Insurance and Retirement

**Qualifications:**

By the time employment begins, employees must provide evidence of holding a valid New Mexico Social Worker License.

*RioGAFA is an equal opportunity employer committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws. Hiring is conditional upon cleared FBI background check and verification of all licensure requirements.*