



Loudoun County Public Schools

HUMAN RESOURCES AND TALENT DEVELOPMENT

JOB CLASS SPECIFICATION

Certified: 1/6/2025

Content Specialist, Restorative Practices

Pay Scale: A

Level: N/A

FLSA Status: Exempt

Job Family: Student Services

Primary Location: Administration Building

Department Overview

The Department of Student Services focuses on prevention and intervention approaches in the schools and is committed to the "Education of the Whole Child" to ensure safe, healthy, and supportive learning environments for all students. The department supports student performance through special education, school counseling, student registration, health, social work, student assistance, attendance, homebound, assessment, diagnostic, psychological and parent resource services. The department includes the following teams: Student Services, Student Mental Health Services, Diagnostic and Prevention Services, Special Education, and Procedural Support.

Job Overview

The Restorative Practices (RP) Content Specialist will work with other restorative practices team members, under the leadership of the Restorative Practices Specialist to develop, and support the RP district plan, to create a school culture shift toward a restorative framework allowing students to access deeper learning in a safe and supportive environment. The RP Facilitator must possess a passion about building a school culture that facilitates conversations about equity, race, diversity, and inclusion at the elementary and secondary schools through the use of Restorative Practices. Understand the importance of school and classroom culture and aid in the development of positive culture and climate. Understand and have knowledge of how restorative practices is the foundation of social emotional learning, trauma-informed practices, and equity work across the district. Understand the research behind restorative practices and the connection to a Multi-Tiered System of Supports (MTSS) framework.

Roles and Responsibilities

The following information is intended to describe the overall nature and scope of the work being performed. This is not a comprehensive listing of all responsibilities or tasks; work may differ and other work may be assigned when deemed appropriate.

- Supports the efforts of the RP Specialist and Student Assistance Services Supervisor to evaluate the effectiveness of the restorative practices' continuum
- Provides presentations and trainings on restorative practices to school staff, students, parents, and community partners with emphasis on universal whole school implementation
- Provides restorative practices services along the continuum in designated region; classroom and community circles, conflict circles, and conferencing at elementary and secondary level
- Collaborates with the restorative practices leads in designated region to provide oversight, mentoring, consultation, and monitors fidelity of circles and conferencing
- Collaborates with the administrative leadership team to assess and further develop implementation of the Restorative Practices by monitoring needs, tracking relevant data, observing RP implementation in the classroom and provide coaching feedback to teachers and other staff
- Partners with school-based teams to review or alter systems in place to support protocol and strategies around restorative practices
- Assists with data collection and analysis to demonstrate initiative progress and effectiveness

Qualifications

Below are the minimum qualifications for this job. Equivalent combinations of education and experience are also acceptable.

Education

Bachelor's Degree

Experience

At least three (3) years' experience in education, counseling, social work, or related field

Licenses and Certifications

Holds or is eligible for a Virginia Collegiate Professional License or Pupil Personnel Services License

Knowledge, Skills and Abilities

- Has demonstrated interpersonal and leadership skills necessary for building strong rapport and relationships with teachers, administrators, and community members
- Has excellent oral and written communication skills
- Uses a team approach and is collaborative to accomplish tasks and promote collaboration to improve student outcomes

Physical Requirements

The following provides a brief description of physical requirements for this job:

While performing the duties of this job, the employee is regularly talking, expressing or exchanging ideas by means of the spoken word. The employee must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly. The employee must possess normal cognitive abilities including the ability to learn, recall and apply certain practices and policies. Frequently sitting and/or remaining in a stationary position for long periods of time. Exerting up to 25 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

Equal Opportunity Employment

The Loudoun County School Board seeks to cultivate a high performing team of professionals focused on its mission and goals. The School Board values merit and excellence within its workforce and encourages the highest levels of professionalism for all its employees.

The School Board also recognizes and values the diversity of the students and broader community it serves and encourages diversity within its workforce.

The Loudoun County School Board is an Equal Opportunity Employer. The School Board does not discriminate against qualified applicants or employees on the basis of actual or perceived race, national origin, ancestry, color, sex, sexual orientation, gender identity, pregnancy, childbirth or related medical conditions, marital status, age, religion, disability, genetic information, veteran status or any basis protected by law.

ADA Accommodations Disclosure

Under the Americans with Disabilities Act (ADA), Loudoun County Public Schools is required to provide reasonable accommodations to qualified employees with disabilities, unless doing so would pose an undue hardship. Qualified employees are those who hold the necessary education, skills, and experience for the job; and who can perform its essential responsibilities, with or without an accommodation.

Remote Work Disclosure

The following guidelines apply to jobs and positions where employees have been identified as having the potential to work remotely. Remote work is defined as completing one's duties and responsibilities at a site other than one's assigned duty location. In order to be eligible for remote work privileges, an employee must have demonstrated consistent, positive performance and have the support and approval of their direct supervisor. In addition, these employees must have reliable high-speed internet and a designated workspace that allows them privacy while completing sensitive and confidential work. Employees who are non-exempt and are working remotely will work their regular scheduled hours and gain prior approval from their supervisor if they work more than 8 hours a day or more than 40 hours in a workweek. Remote work privileges can be amended, changed, or revoked based upon the performance of the employee, as well as the needs of Loudoun County Public Schools.