

Job Opening Announcement & Job Description



Educational Advocate	
Supervisor: Managing Director, Behavioral Health	Division: Teaching & Learning Location/Assignment: Omak School District
<p>Salary Range: \$55,652.00-\$66,154.00 (Level 1) \$60,051.00-\$71,383.00 (Level 2)</p> <p><i>Salary based on 185-day position. Salary range dependent upon experience and expertise.</i></p> <p>Benefits: <u>Insurance benefits</u> - Through the HCA SEBB program, includes medical, dental, vision, life, & LTD (if hired for more than 79 days) <u>Retirement</u> - Through the Department of Retirement Systems (DRS) <u>Sick leave</u> - accrued at 8 hours per month <u>Personal leave</u> - 2 days per year</p> <p>Additional Benefit Information</p>	<p>Conditions of work:</p> <ul style="list-style-type: none"> • 90 days per year • 8 hours per day • Non-exempt position

General Description:

This position is a rare opportunity to join an exciting team. The regional North Central Educational Service District 171 (NCESD 171) is seeking a dynamic team player interested in making an impact in the lives of students as an Educational Advocate for youth in Omak School District and Okanogan County. The Educational Advocate provides case management, academic coaching, family assistance, mentoring, and referrals to students at risk of dropping out of school and/or becoming incarcerated. This position is based in Omak, Washington.

Qualifications

Required:

- Associate's degree (preferred in Human Services, Youth Development, or Addiction Counseling) and 5+ years of recent work-related experience.
 - Recent work-related experience, some within the last 2 years, will include direct behavioral health support services.
- Minimum 2-years of proven recent job-related experience working in K-12 student support in educational settings, health problem prevention, health promotion, behavioral healthcare, or a combination of experience in the stated areas.
- Willingness to work an occasional flexible schedule.
- Driver's License or ability to obtain.

Preferred:

- Bachelor's or Master's degree in related fields (can substitute for 3 of the 5 years of required work-related experience described above).
- Recent experience working to support the behavioral health of at-risk children and/or families.
- Recent experience working in the education and/or juvenile justice system, supporting youth behavioral health.
- Enthusiasm to conduct home or community outreach.
- Bilingual and/or bicultural.

Skills, Knowledge, and/or Abilities:

- Rapport-building, empathy, and inclusive caring with/for youth of all backgrounds and behaviors.
- Knowledge of childhood and adolescent development, the impact of adverse childhood experiences, and proven youth prevention/intervention strategies.
- Demonstrates excellent written and verbal skills.

- Demonstrates outstanding communication and service skills - on the phone, online, and in-person.
- Builds effective and productive relationships with partners, the community, and those we serve.
- Presents a positive attitude and is independent in problem-solving.
- Ability to track and record performance data, submit complete paperwork on time.
- Understands and carries out oral and written directions efficiently and effectively.
- Demonstrates skills for use of software applications, including MS Office apps, Google apps, and video conferencing.
- Familiarity with office and desktop technology.
- Exercises confidentiality, professional boundaries with youth and others, and displays professionalism, loyalty, and integrity.

Timeline:

Position opens: October 22, 2025

Position open until filled

First screening after 12 pm on November 05, 2025

Screening & Interviews: As soon as possible

Position begins: As soon as possible

Note: Employment contingent upon successful clearance of a Washington State Patrol, FBI fingerprint criminal history background check, and Sexual Misconduct background check.

NCESD is an Equal Opportunity Employer

Responsibilities:

Program Implementation:

- Use online data systems to identify at-risk students and outreach to students/families to provide ongoing support services.
- Use online data systems to track performance and student information/outcome data.
- Act as an advocate for students; provide consultation and training regarding youth behavioral health to education program staff as needed; serve as liaison between parents and education programs.
- Work with school administrators and student support staff to implement youth prevention/intervention strategies, identify appropriate student referrals, and develop plans.
- Communicate and solicit assistance from county juvenile detention center and youth probation staff, state juvenile rehabilitation personnel, and social service and health agencies that address behavioral health and wellness in youth.

Student Services:

- Screen student/youth needs and develop individualized youth service plans for behavioral health.
- Conduct student behavioral health screenings and psycho-educational support sessions.
- Provide intervention and referral to other professionals to students who have, or demonstrate the potential to have, behavioral health problems.
- Work with youth to identify and overcome barriers to student success in the school and community.
- Develop an individualized intervention plan in collaboration with the student and school staff/multi-disciplinary teams (MDTs) that supports progress toward successful graduation.
- Facilitate student communication with teachers on missing assignments, grades, and support services, as applicable.
- Outreach and engage families to overcome barriers to academic success. Provide guidance to parents for effective parenting strategies to support their youth to be successful.
- Serve as a resource, as requested by the supervisor, to community agencies or parent organizations that focus on youth behavioral health.

Curriculum:

- Implement evidence-based student prevention/intervention strategies and programs with referred youth.
- Serve as a resource to classroom teachers and building administrators regarding behavioral health promotion and intervention best practices.

Professional Growth and Responsibilities:

- Meets or exceeds performance expectations in the following areas:
 - Competence
 - Quality & Quantity of Work
 - Attitude
 - Flexibility, Innovation & Initiative

- Cooperation with Supervisor/Director & Peers
- Demonstrates & Supports Agency Values
- Supports and implements NCESD policies, regulations, procedures, and administrative directives; demonstrates loyalty to the NCESD and other administrators.
- Submits records, reports, and assignments promptly and efficiently.
- Deals with obstacles and constraints positively.
- Demonstrates ability to adjust to and use new approaches in the performance of his/her duties.
- Seeks and takes advantage of opportunities for professional growth.
- Maintains dress and appearance appropriate to a professional office setting.
- A new employee is subject to a 180-day probationary period and must be evaluated prior to its end. If work is found to be unsatisfactory, the employee is subject to termination.
- Other duties as assigned by the Student Assistance Program Coordinator, Managing Director of Behavioral Health Services, Deputy Superintendent, or the Superintendent.

Physical Demands

- Frequent travel within the NCESD 171 region. Some overnight travel may be required.
- Extended or flexible hours as necessary.
- Sitting for extended periods of time may be required. Lifts and carries a maximum of 40 pounds. Adequate manual and finger dexterity, hearing, speech, and vision are necessary to perform the essential functions of this position.

Application Procedure:

The North Central ESD is accepting applications for this position online only. To access our online application, please click the link below.

All completed packets must be submitted online and include:

- Updated Resume
- Cover Letter
- Three Professional References
- Washington State Sexual Misconduct Disclosure Release

[Click here to apply](#)