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PLEASE POST THIS NOTICE OF VACANCY

Murray District Family/School Collaboration Specialist

Responsibilities: The job of Family/School Collaboration Specialist advances the capacity of schools to engage families in the academic success of their students as well as building the capacity of families to engage in a strong partnership with the schools. This position acts as a liaison between parents/guardians, and school personnel to support parent and community involvement, communication, decision-making, learning at home, volunteering and parenting skills. This position will also assist schools in aligning parent and student needs to district and community programs and services in an effort to support families. This position provides translation/interpreting services as needed.

Minimum Requirements: Pass a criminal background check; at least three (3) years experience in a public school system and/or with families/students in crisis; combination of education (post high school) and experience may be used; valid driver's license and evidence of insurability with acceptable driving record that will be verified annually; bi-lingual in English and Spanish (ability to speak, read, write and comprehend at an intermediate/advanced level.

Preferred Qualifications: Experience in exercising reasonable judgment with minimal supervisory input; demonstrate competency in reading, writing and math; experience with self-motivation and ability to maintain a schedule based on the needs of the student, family and/or school; ability to use hardware and software to efficiently and effectively complete tasks; ability to create relationships with students and family.

Job Specifications: 28 hours a week for the 180 school days

Pay Grade/Salary: Pay Grade 10 on the ESP Salary Schedule (TBD)

Closing Date: May 24, 2024

Starting Date: August 6, 2024

Application Process: Submit a letter of interest, resume, and the MCS D online application at:

[2023-24 Education Support Professional \(ESP\) Application](#)

Posted: 5/20/2024

MURRAY CITY SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of the Murray City School District to provide and promote equal opportunity employment compensation and other terms and conditions of employment without discrimination because of race, color, gender, religion, national origin age, disability, pregnancy, childbirth, sexual orientation, or gender identity. The District provides reasonable accommodation to the known disabilities of employees in compliance with the Americans with Disability Act.