



Office of the Civil Service Commission

Richard C. David, Mayor

Sharon Sorkin, Acting Personnel & Safety Director
Leana Testani, Assistant Director of Personnel & Safety

Patrick O' Day, Commissioner
Catherine Furner, Commissioner
Eileen Fitzgerald, Commissioner

CIVIL SERVICE COMMISSION MEETING AGENDA
Personnel/Civil Service Office, 38 Hawley Street, Binghamton
3pm Wednesday, November 17, 2021

- I. Call to Order
- II. Approve the minutes from the October 27, 2021 meeting
- III. Old Business:
 - a. New position, Youth Advocate, BCSD, presented by Leana Testani and Dawne Adams
- IV. New Business:
 - a. Approval to pursue contract with Police Psychologist, Douglas Thompson, due to changes in Civil Service Law, presented by Leana Testani
- V. Adjournment

Youth Advocate (BCSD)

Distinguishing Features of the Class: The incumbent is an advocate for solutions for students experiencing trauma in the community and will act as a liaison between BCSD, BPD, and other community organizations to advocate for student success in our schools.

Typical Work Activities:

- Meet with Binghamton Police Department, school administrators, and other relevant stakeholders.
- Validate and affirm student behaviors while building and bridging towards the school community.
- Assist staff in both BPD and BCSD in forming positive relationships with families through a restorative approach.
- Participate in parent conferences as appropriate.
- Be present at arrival, dismissal, and lunch.
- Participate in restorative conferences between students and staff.
- Participate in conferences between students, families, and administration.
- Collaborate with staff to conduct group sessions targeted to meet individual needs.

Full performance Knowledge, Skills, Abilities & Personal Characteristics:

- Promote a positive image of BCSD within the community.
- Ability to communicate well with students, parents, school staff and community.
- Understanding of Board of Education policies and regulations
- Identify barriers to student success within the community.
- Ability to set examples for students and be a positive role model

Minimum Qualifications: High School Diploma or GED, and

- a) Valid Driver's License; and
- b) 3 continuous years of public contact work (full or part-time); or
- c) 5 continuous years of volunteer work with a local non-profit that specializes in youth services.

Special Requirement: Must live and maintain residency within the Binghamton City School District.

Preferred: College coursework in human development, Social Work, Education or related field.

Adopted: 11/17/21 (Competitive)