



Alternative Programs & Engagement Transition Coordinator

ROLE PROFILE: The Transition Coordinator supports students transitioning between educational settings due to HCPS Student Code of Conduct violations or community-based charges.

HCPS' Alternative Programs are committed to fostering a deep sense of belonging, providing equitable opportunities and access, and nurturing the whole child—academically, emotionally, socially, and practically.

MISSION

Alternative Programs aims to ensure every student graduates with the knowledge, resilience, and employable skills to lead a successful and fulfilling life.

VISION

Henrico County Public Schools Alternative Programs envision a future where every student has the skills and confidence to thrive in a diverse and changing world.

Transition Coordinator Areas of Focus

60 %	Transition Support	<i>Focuses on direct student support</i> <ul style="list-style-type: none"> Set standards-based goals Develop learning targets Monitor academic progress Monitor behavioral progress Monitor social acclimation 	<i>Focuses on strategy or practice to modify behavior</i> <ul style="list-style-type: none"> Set a learner-centered goal Collect evidence Analyze data Collaborate with school staff
20 %	Professional Development	<ul style="list-style-type: none"> Participate in Professional Development opportunities in an effort to enhance individual knowledge, skills, and abilities to improve job performance Partner with school staff to analyze and use data to ensure student success Attend weekly or biweekly meetings with school building leaders to discuss professional learning opportunities, goal alignment, and student progress Maintain a log of support for reflection and student success 	
	MANDT Training	<ul style="list-style-type: none"> Deliver MANDT professional learning certification trainings to HCPS Staff Engage in MANDT Train-to-Trainer professional learning opportunities to build content knowledge and skills 	
20 %	Juvenile Detention	<ul style="list-style-type: none"> Provide support and guidance to families as youth transitions to their educational setting from Juvenile Detention Empower youth by educating them about their rights, available resources, and opportunities for personal growth Maintains accurate records of all interactions with youth, families, school staff and other relevant stakeholders Attends meetings and provides updates on student transitions 	
	Other	<ul style="list-style-type: none"> Participates in action teams, leadership meetings, orientations, and the development & implementation of the school support plan Participates in DRHO conduct hearings for Gen. Ed. students Extended Learning Department support 	

Contact: Jermaine A. Hargrove