



<https://www.edfundwest.org/jobs/rjc>

Restorative Justice Coordinator

About Us

The West Contra Costa Public Education Fund (Ed Fund) mobilizes resources for our students and aligns the efforts of our partners to ensure that all students succeed in college, career, and life. Therefore, our work is to connect public schools with tools, funds, and people power. Learn more about our work at www.edfundwest.org.

Primary Functions

The Restorative Justice Coordinator supports the social, emotional, and behavioral growth of students by implementing restorative practices that promote accountability, relationship-building, conflict resolution, and a positive school climate. The coordinator works collaboratively with students, staff, families, and community partners to reduce disciplinary incidents and strengthen a culture of belonging and respect across the school campus, Monday-Friday, 8:00-4:00.

Essential Duties and Responsibilities

- Facilitate restorative circles, mediations, and conferences with students and staff.
- Support students in resolving conflicts and repairing harm through restorative practices.
- Provide behavior intervention and re-entry support for students returning from suspension or other disciplinary actions.
- Build positive relationships with students and serve as a mentor and advocate.
- Collaborate with administrators, counselors, teachers, and support staff to improve school climate and student engagement.
- Support the implementation of schoolwide restorative justice practices and PBIS systems.
- Provide professional development and coaching to staff on restorative strategies and classroom community-building practices.
- Communicate and collaborate with families regarding student support plans and interventions.
- Maintain records and documentation related to student interventions, restorative conferences, and outcomes.
- Participate in school meetings, safety planning, and student support teams as needed.

Desired Competencies and Qualifications

You must meet current district standards through one of the following paths:

- Option A: Complete at least 2 years (48 units) of college or higher education study.
- Option B: Hold a high school diploma or equivalent and successfully pass the district's Instructional Assistant/Aide Exam.

Additional General Requirements:

Hiring organization

EdFund West

Employment Type

Full-time

Job Location

1121 Allview Ave, El Sobrante, CA 94803

Working Hours

Monday-Friday, 8:00-4:00

Base Salary

\$ 29 - \$ 32

Date posted

September 14, 2026

- Hold a valid ID or driver's license.
- Have experience in Restorative Justice, ideally including training and a certificate.
- Experience teaching or supervising students

Compensation and Benefits

- This is a full-time position (38 hours per week)
- Salary range: \$29.00-\$32.00 per hour based on experience
- Position includes health benefits, vision, dental, and 5% 401K contribution.

Contact

To apply for this position, or for additional information on the opportunity, please send a copy of your resume with a cover letter to Shakira Reynolds, Senior Director of Strategic Partnerships at shakira@edfundwest.org