

Position: School Social Worker**Summary**

Under administrative supervision, works directly with youth who may be experiencing problems with school attendance and performance, family interactions, social problems and school community relations that interfere with the student's ability and potential to obtain an exemplary education.

- School Social Workers follow the teacher work year (184 days).
- Secondary School Social Workers work an additional ten (10) days beyond the teacher work year (194 days).

School Social Workers are compensated for the additional workdays at the daily rate determined by the placement of each social worker on the district's certificated teacher salary schedule.

Essential Duties and Responsibilities

- Provides services to children, teachers, administrators, parents, and community agencies through a variety of special programs.
- Provides social/mental health therapy to students and families.
- Provides psychosocial assessment and diagnosis of behavioral disabilities with recommendation and/or environmental manipulation at the school, home and/or community level with periodic reevaluation.
- Participates in case conferences involving cooperation with other mental health workers, school personnel and community agencies.
- Collaborates with other school personnel in evaluating the student's total situation and in developing appropriate plans.
- Attends student focused meetings such as Individualized Education Plan (IEP) meetings, 504 meetings, and parent conferences.
- Makes appropriate referrals of families to public or private community resources for assistance and works cooperatively with them.
- Serves as a source of information for school personnel concerning community resources such as educational, recreational, protective, and therapeutic services available for children and their families.
- Acts as liaison between students, other district staff, parents, foster parents, group home personnel, community agencies, county probation departments and the Department of Social Services.
- Assists in planning and facilitating local workshops for employees and the community.
- Provides training for students regarding personal, interpersonal, and social problems.
- Monitors academic, behavior and attendance progress of students and make recommendations for appropriate interventions.
- Maintains appropriate case records and complete/submit a variety of forms, evaluations, and program reports.
- Attends professional meetings such as staff meetings and professional development.
- Follows established policies and procedures for reporting incidents such as child abuse, substance abuse, harassment, and violence.

Qualifications

Knowledge and Skills

- Knowledge of the effect of social, cultural, ethnic and emotional forces in children which affect the learning process;
- Knowledge of counseling, therapeutic, and educational services for pupils and families;
- Knowledge of the fundamental principles and accepted practices, current trends, literature and research related to social work in schools; and
- Knowledge of applicable laws, codes, regulations, policies and procedures.

Abilities

- Ability to plan, organize, prioritize and manage time; ability to communicate effectively with students, parents, peers, administrators, and other district personnel, both individually and in a group; and
- Ability to establish and maintain cooperative and effective working relationships with others; possess a positive attitude towards students, learning and teaching.

Physical Abilities

Requires ambulatory ability to travel to different locations. Requires speaking and hearing to communicate in person or over the phone. Requires visual acuity to read words, numbers. Requires lifting of light to moderate objects on an occasional basis and sufficient ambulatory ability to stand for sustained periods. Requires sufficient arm, hand, finger dexterity in order to operate a personal computer keyboard, typewriter, and other office equipment.

Education and Experience/ Licenses and Certificates

1. Education: Master's Degree in Social Work (MSW) from an accredited college or university.
2. Experience: Two years of professional experience performing similar functions and duties.
3. Licenses or Certificates (Preferred): A Pupil Personnel Services (PPS) Credential in School Social Work and Registered with California Board of Behavioral Sciences (BBS) as a CA Associate Clinical Social Worker or Licensed Clinical Social Worker.

Working Conditions

Sample Environment:

- Personal office or that of a colleague, a classroom, or a training environment (multi-purpose room/auditorium); drive a vehicle to conduct work.

Sample Hazards:

- High level of stress, interaction with emotionally escalated and/or volatile students/families/staff. May experience exposure to infectious diseases.