

Job Title: SCHOOL SOCIAL WORKER

Definition:

Under the general supervision of the Executive Director of Student and Family Services and under the direct supervision of the Principal , or designee, the School Social Worker provides direct social services to students, families, and staff, identifies community resources and makes appropriate referrals for support services, coordinates and manages the implementation of social-emotional learning and mental health programs for all students including but not limited to students in special education, homeless students, and foster youth.

Essential Job Duties:

The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks, or may perform similar related tasks not listed here.

1. Collaborate with the principal and leadership team to develop and implement an annual social services plan based on identified needs.
2. Collaborate with school staff, counselors, psychologists and other student services staff to support student mental health needs.
3. Assist in developing positive behavioral intervention strategies.
4. Provide crisis intervention.
5. Assist with conflict resolution and anger management.
6. Mobilize family, school, and community resources to enable students to effectively access learning opportunities.
7. Provide and follow up with staff on essential information to better understand factors (cultural, societal, economic, familial, health, etc.) affecting students.
8. Work directly with families, staff, and community agencies in foster/homeless youth, child abuse, and neglect cases.
9. Provide training to staff on positive behavioral supports and mental health needs of students in collaboration with school and district staff.
10. Coordinate and facilitate parent and family skills training in coordination with school staff.
11. Establish metrics to monitor and evaluate the effectiveness of social services and interventions for students.
12. Participate with staff in addressing situations that adversely affect the personal, social-emotional, and academic development of students.
13. Prepare accurate reports of data analysis and outcomes.
14. Provide Social Work services per student IEPs, and attend IEP meetings.
15. Assist with Tier II and III attendance issues and supports families
16. Attend SSTs for students with tiered identified needs as needed.
17. Coordinate social services resources for students, families and staff.
18. Attend professional meetings such as staff meetings and professional development.
19. Follow established policies and procedures for reporting incidents such as child abuse, substance abuse, harassment, and violence.
20. Model and support the key components of social emotional learning programs across all educational partners.
21. Maintain positive and collaborative relationships with all educational partners
22. Performs other related duties as assigned.

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Minimum Knowledge, Skill and Ability:

Knowledge of:

- Principles, techniques, strategies, goals, and objectives of public education
- Current research-based trends regarding elementary/intermediate age students
- The effect of social, cultural, ethnic, and emotional forces in children which affect the learning process
- Counseling, therapeutic, and educational services for pupils and families
- The fundamental principles and accepted practice, current trends, literature and research related to social work in schools
- State and federal regulations regarding CPS, IDEIA, and 504
- Applicable laws, codes, regulations, policies, and procedures

Skill and Ability to:

- Plan, organize, prioritize, and accurate records
- Collect and analyze data, report trends, and outcomes
- Prepare clear and accurate written and oral reports
- Identify and assess the socio-emotional needs of students
- Communicate effectively with students, parents, peers, administrations, and other district personnel, both individually and in a group.
- Establish and maintain cooperative and effective working relationships with others
- Possess a positive attitude towards students, learning, and teaching

Training and Experience:

- Master's Degree in social work or related field is required.
- Bachelor of Social Work (BSW) is required.
- A valid license as a clinical social worker (LCSW) issued by the California Board of Behavioral Sciences (BBS)
- Experience working with foster youth, probation, Child Protective Services (CPS), Foster Family
- Agencies, group homes and/or Licensed Children's Institutions (LCIs).

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Physical Requirements and Working Conditions:

- Require vision (which may be corrected) to read small print.
- Require the mobility to stand, stoop, reach, and bend. Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects
- Perform work, which may require sitting for prolonged periods
- Is subject to inside and outside environmental conditions
- May be required to work at a computer terminal for prolonged periods
- May be required to take and pass physical examination.
- May be required to work evenings and weekends
- May be required to attend periodic evening meetings and/or travel within and out of district boundaries to attend meetings
- Will be required to have live scan fingerprinting completed and cleared prior to beginning work
- Must have a valid California driver's license and be insured
- Utilize own vehicle for transportation as needed

PHYSICAL REQUIREMENT INFORMATION

Physical Demands:	HPD = Hrs. Per Day		
+	Rarely (0 – 1.5 HPD)	Occasionally (1.5-3 HPD)	Frequently (3 – 6 HPD)
Sitting			X
Standing			X
Walking			X
Bending (neck)			X
Bending (waist)		X	
Kneeling	X		
Reaching	X		
Stooping	X		
Crawling	X		
Twisting (back & neck)			X
Climbing	X		
Pushing/Pulling	X		

Lifting				Carrying		
	Rarely (0-1.5HPD)	Occasionally (1.5 – 3HPD)	Frequently (3 – 6HPD)	Rarely (0-1.5HPD)	Occasionally (1.5 – 3 HPD)	Frequently (3 – 6 HPD)
0–10 lbs.			X			X
11–25 lbs.	X			X		
26–50 lbs.	X			X		
51–75 lbs.	X			X		

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Mental Demands:	Rarely (0 – 1.5 HPD)	Occasionally(1.5 – 3 HPD)	Frequently(3 – 6 HPD)
Problem Solve			X
Make Decisions			X
Supervise			X
Interpret Data			X
Organize			X
Write			X
Plan			X
Multi-Task			X

Equipment Use:	Rarely (0 – 1.5 HPD)	Occasionally(1.5 – 3 HPD)	Frequently (3 – 6 HPD)
Telephone		X	
Copier	X		
Computer			X
FAX Machine	X		
Radio/Walkie Talkie			X