

SOCIAL WORKER

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES: Under the supervision of the Director Student of Services will assist students with personal and psychological issues that affect school performance, behavior and socialization. Will conduct one-on-one, small group, classroom or school-wide sessions. Will serve as an advocate with all community populations utilizing skills that respect issues of cultural and ethnic diversity and equity for every student and family. Provides specialized consultative services to families, school staff, community agencies and other professionals, which allows students to reach their highest educational, developmental and social potential.

ESSENTIAL JOB FUNCTIONS:

- Communicates and collaborates with district staff members, parents and students regarding individual student's progress and assists in developing strategies to facilitate positive academic, social, and emotional outcomes.
- Provides individual and group counseling to students and families.
- Provides consultation services to school personnel.
- Makes appropriate referrals of families to public or private community resources for assistance and works cooperatively with all stakeholders.
- Participates as a resource person in school professional development and program planning.
- 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.
- Serves as liaison person between school, family, and community resources.
- Maintains appropriate case records and provides written reports as required.
- Coordinates the Special Friends program
- Conducts assessment of student needs as appropriate
- Provides crisis intervention services
- Participates as a member of IEP, SST and other school based teams to develop interventions for promoting students' academic success.
- Serves on both school-based and system-wide committees to address educational issues, adjustment problems, safety issues and program development for students.
- Prioritizes tasks, duties and schedule for maximum efficiency and results
- Facilitates meetings, e.g. parent meetings, in-services, etc. to develop plans and/or provide information regarding goals for students.
- Performs other duties similar to the above in scope and function as required and as assigned.

EMPLOYMENT STANDARDS:

- Ability to meet physical requirements necessary to safely and effectively perform required duties.
- Ability to follow oral and written directions.
- Ability to get along with co-workers and deal with the general public tactfully, courteously and professionally.
- Possess a valid and appropriate California State Driver's License.

KNOWLEDGE OF:

- Assessment instruments
- Intervention strategies
- Counseling approaches
- Current testing, instructional and curriculum practices

- District policies and procedures
- General record keeping practices
- School rules and safety procedures
- Strategies to affect school climate

SKILL AND ABILITY TO:

- Plan, organize and direct instructional activities for students with school performance, behavior and/or socialization needs.
- Work effectively with students, staff, parents and District personnel.
- Analyze assessment data.
- Communicate effectively with students, parents, staff and the general public.
- Assess and prescribe according to student academic needs.

WORKING CONDITIONS:

- Classroom environment
- Office environment
- Driving a vehicle to conduct work

PHYSICAL FUNCTIONS:

- Sit and stand for extended periods of time.
- Reach in all directions.
- Ability to lift 25 lbs. maximum or carry any object weighing up to 15 lbs.
- Bend, twist, kneel and stoop.
- Produce legible reports.
- Read notes, memos and printed material.
- Speak clearly and communicate effectively.

EDUCATION AND EXPERIENCE:

Education: A master's degree in social work from a school of social work accredited by the Council on Social Work Education is required. Credential: Possession of a standard designated services credential with specialization in pupil personnel services authorizing service as a school social worker issued by the California Commission for Teacher Preparation and Licensing, is required.

WORK YEAR:

185 days

This organization is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, sex (pregnancy or gender), sexual orientation, marital status, national origin (including language use restrictions), ancestry, disability (mental and physical, including HIV and AIDS), age (40 and above), medical condition (cancer/genetic characteristics), denial of family and medical care leave, or denial of pregnancy disability leave or reasonable accommodation. Inquiries regarding compliance procedures may be directed to our personnel office.

This organization is a Drug and Tobacco-Free Workplace.

This organization requires a successful candidate to provide employment eligibility and verification of a legal right to work in the United States in compliance with the Immigration Reform and Control Act.