

## **Lindop School District 92 Job Description**

**Title:** School Social Worker

**Qualifications:**

- Possession of a valid credential (type 73 or a candidate possessing a LCSW)
- Possession of a Masters Degree in social work
- Evidence of knowledge of special education programs
- Ability to work cooperatively with children and adults
- Ability to relate to parents and families
- Have quality written, verbal, and organizational skills

**Reports To:** Director of Special Services and Principal

**Salary:** Teacher Salary Schedule

**Job Goal:** To enhance the educational and psycho-social development of all school-age children and to be involved in social action designated to improve educational and psycho-social conditions for children and families.

**Key Duties & Responsibilities Include:**

1. Provides social work counseling to students.
2. Provides psycho-social assessment and diagnosis of behavioral disabilities with recommendations.
3. Provides periodic re-evaluations.
4. Participates in case conferences involving cooperation with other student personnel workers, school personnel and community agencies.
5. Makes referral to public or private agencies with appropriate follow-up.
6. Serves as a liaison between school, family and community resources.
7. Serves as a source of information regarding community resources.
8. Maintain case history records and prepare reports.
9. Counsel students whose behavior, school progress, or mental or physical impairment indicate a need for assistance, diagnosing students' problems and arranging for needed services.
10. Maintains appropriate school records and provides written reports and communications.
11. Participation as a resource person in in-service training and planning.
12. An understanding of the IEP process.
13. Participates in the Individual Education Plan (IEP) process as required.
14. Leadership skills in working with individuals and groups (i.e. initiating individual or group discussion, listening, clarifying and facilitating interactions and sharing of ideas).
15. Ability to prepare social and family histories and cooperates on the formulation of committee reports.

16. Social work case reporting and writing skills.
17. Ability to counsel students, parents, staff and lay persons individually and in groups.
18. Skills in conducting effective meetings and conferences (including the resolution of disagreements).
19. Skill in socio-environmental analysis and diagnosis on problem students.
20. A knowledge of community resources.
21. Skill in communicating concepts and information accurately orally or in writing, including formal statistical reports.
22. Ability to demonstrate effective liaison relationships with parents, schools and agencies.
23. Ability to coordinate activities from many sources for the benefit of an individual student, and to make arrangements for groups of students.
24. Ability to aid in program development.
25. Skills in supervising and motivating school social work interns.
26. Performs other duties as assigned.
27. Experience with Rti Interventions and small group SRA reading groups along with experience in working with data teams.

**Other Duties as Assigned:** Assumes other responsibilities as determined by the Superintendent.

**Evaluation:** Performance evaluated in accordance with the provisions of the District Evaluation Plan.