



## **JOB DESCRIPTION**

SCHOOL DISTRICT U-46  
HUMAN RESOURCES

<b>Position / Title:</b> Social Worker	
<b>Bargaining Unit:</b> ETA	<b>Department/Location:</b> Specialized Student Services
<b>Work Days:</b> 184	<b>Reports To:</b> SSS/Building Principal
<b>JD Revision Date:</b> 03-08-2024	<b>Supervises:</b> N/A

### **Function / Position Summary**

To provide individual and group social-emotional support to students and families.

### **Job Duties / Responsibilities**

- Provide direct social/emotional support to students; prioritizing special education as mandated by IEPs.
- Assist and provide support to students struggling with social-emotional and behavioral concerns through the MTSS framework.
- Participate in Service Team meetings to represent the social-emotional aspect of the educational setting.
- Assist in the development of behavioral intervention strategies as well as formalized Functional Behavior Assessments and Behavior Intervention Plans.
- Prepare Social Developmental Studies to address the social-emotional status of students. During the case study or re-evaluation process.
- Provide interventions for students in crisis.
- Data collection and recordkeeping to monitor social-emotional wellbeing of students.
- Address parent concerns and provide community resources as necessary.
- Advocate for students with school staff and administration.
- Mobilize school and community resources to support the student in the educational setting.
- Consult with school staff to address social-emotional concerns of students.
- Assist teachers with classroom interventions.
- Contact with community resources.
- Provide professional training and community education opportunities.
- Other duties as assigned.

### **Education**

- Master's Degree in Social Work. (Required)
- Professional Educator License (PEL) with a School Social Work endorsement. (Required)
- Bilingual - Spanish/English (written/verbal). (Preferred)



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**Experience / Knowledge**

- Knowledge of School Social Work policies and procedures.
- Leadership skills in working with individuals and groups (i.e. initiating individual or group discussion, listening, clarifying, and facilitating interactions and sharing ideas).
- Skills in socio-environmental analysis and diagnosis of students with social / emotional concerns.
- Knowledge of current state laws and regulations regarding proficiency standards.
- Previous School Social Work experience (Preferred).

**Terms of Employment**

- Nine-month position (184 work days).
- Salary and benefits as established by the Board of Education and The Elgin Agreement.

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_