

**Escondido Union High School District
Job Description**

Job Title: School Social Worker
Employee Unit: Non-Represented Certificated
FLSA Status: Exempt
Salary Level: Range 20
Approved By: Board of Education
Approved Date: April 21, 2015

NATURE OF WORK:

Under the direction of the Assistant Superintendent of Educational Services and the immediate supervisor, School Social Workers will be responsible for providing social services to both parents and students. The School Social Worker will be responsible for assisting students with academic learning by providing strategic services that identify and address the social-emotional-environmental issues that interfere with the educational process. School Social Workers will work with parents/guardians, teachers, school principals/principal's designees, community based resources and district employees to implement strategies that promote students' positive school adjustment.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Provide school-based counseling services for students identified and referred for early intervention mental health services.

Conduct school-based counseling groups using evidenced-based curriculum for identified and referred students.

Collaborate with outside agencies to link students and families in need of additional supports to appropriate community resources and services.

Support legislative requirements related to enrollment, graduation, and transitional planning.

Assess home, school, personal, and community factors that may affect a student's learning, school adjustment, and general well being.

Provide behavioral support and consultation to school site staff, and assist in the development of behavior support plans.

Assist in functional behavior assessments on identified students.

Assist in the management of crisis situations, perform risk assessments, and serve as a member of the site Crisis intervention team.

Attend all mandatory trainings and meetings.

Maintains required clinical records and submits appropriate documents for statistical reports as required by federal and state agencies and the District.

Conducts classroom meetings, psycho-educational social skills groups and classroom presentations on identified areas of concern for the students.

Develops programs to address parent/guardian participation in the school and student engagement in the learning process.

Provides social work case management for students and families.

Participate as a member of the team and other school based teams to develop interventions for promoting students' academic success.

Complete psychosocial assessment to assist in the determination of special education services.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

Master's Degree required with sub specialization in School Social work. One or more years of experience in social work services.

CERTIFICATES, LICENSES, REGISTRATIONS

Credential(s): California Clear Pupil Personnel Services Credentials in School Social Work

KNOWLEDGE OF:

Knowledge of school social work practice model, student support programs, behavioral interventions, and community and school-based prevention services; applicable laws, codes, regulations, policies, and procedures governing scope of work; physical, intellectual, social, and emotional growth patterns of students; diverse academic, socio-economic, cultural, disability and ethnic backgrounds of District students; interviewing techniques and interpersonal skills using tact, patience, and courtesy; record keeping and report preparation techniques.

ABILITY TO:

Collaborate with school personnel, program providers and community organizations; successfully demonstrate the ability to lead groups, work on multidisciplinary teams, analyze situations and needs, carry out directives and communicate effectively; Bilingual (English-Spanish) recommended.

PHYSICAL DEMANDS AND WORKING CONDITIONS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, and talk or hear. The employee frequently is required to sit. The employee is occasionally required to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

Typical activities associated with office work such as sitting, standing, walking, writing, working with computers and on the telephone, general school setting environment with exposure to students with behavioral and emotional problems. Students with these problems can become aggressive and training will be provided to handle these situations. A self-provided automobile will be necessary to travel between schools and to the district office.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

COMMENTS

The individual assigned to this position must demonstrate the ability to perform a variety of specialized and professional services to students within a specific need population. The individual in this classification receives minimal supervision within a broad framework of policies and procedures. Must be able to provide encouragement, support, resources and assistance to all students and staff within the program. Must be committed to meeting deadlines and accurately maintaining records as required by law. As a representative of the Escondido Union High School District, this individual must present a professional, helpful, cooperative image at all times.