



## **JOB DESCRIPTION**

### **School Social Worker**

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#### **DEFINITION:**

Under the direction of site administration and student support team members, the School Social Worker provides leadership and support to identified student groups. This Position will consult and work in partnership with the school Counselor(s) to deliver school and community wide best practices, create policies, procedures, and supports that positively impact students' lives, help the site increase academic achievement, support students' social emotional needs and behaviors, provide mental health awareness, create safe and diverse learning abilities, support a positive school environment, and strengthen the family school relationship. (Days- 180) (Salary- Placement on the Unrepresented Management Salary Schedule at a ratio of .775)

#### **ESSENTIAL DUTIES:**

- Identify and assess academic barriers through exploration of factors impinging on student adjustment including factors in the home, school, and community
- Consult and collaborate with teachers, administrators, and other school staff on behavioral-emotional environmental issues affecting student participation in the learning process
- Provide one-on-one brief solution-focused individual and group counseling services to students
- Assist in the coordination and delivery of school based therapeutic support services
- Conduct workshops, social skills groups, and classroom presentations on identified areas of concern for the students
- Serve as a school site crisis intervention team member
- Provide staff development in the areas of behavioral-emotional issues affecting student participation in the learning process.
- Assist in development of community awareness and partnerships
- Collaborate with School Counseling team, to meet the needs of identified foster/non-traditional housing youth and other at-risk student sub-groups.
- Assist in development, coordination, and implementation of psycho-educational workshops
- Collaborate with School Counselors, Student Attendance Support, School Psychologist, Community Liaisons, and staff.
- Collaborate with county social workers, probation officers, case managers and/or service providers to ensure student success
- Serve as preceptor for Social Worker Internships
- Support School Counseling events, activities, and initiatives
- Attend meetings and professional development activities as required

Foster Youth and Students in Non-Traditional Housing emphasis:

- Facilitate meetings with all foster/homeless youth identified in assigned school site(s)

- Assess student educational needs and make appropriate referrals and intervention recommendations.
- Collaborate with School Counselors, Student Retention, and Community Liaisons to connect and support students to educational and/or vocational programs, including tutoring, mentoring, job training, college prep/fairs, etc.
- Collaborate with caseworkers/social workers and/or service providers to coordinate family, school, and community resources to ensure student success

**Community/Parent Support:**

- Assist in development of community awareness and partnerships
- Assist in development, coordination, and implementation of psycho-educational workshops

**OTHER DUTIES:**

- Perform related duties as assigned.

**REQUIRED QUALIFICATIONS:**

Education and Experience:

- Masters' degree in Social Work required
- Experience coordinating comprehensive support systems to students
- Experience providing case management, facilitating support groups, and delivering mental health interventions in an academic setting
- Proficient in student information database

Desirable Qualifications:

- Skill in MS Office and Google Suite
- Child Welfare Attendance (CWA)
- Valid California Pupil Personnel Services (PPS) Credential with Specialization in School Social Work required,

Licenses, Certifications and other Requirements:

- List type of licenses, certifications, training, testing or clearances.

Knowledge of:

- An understanding of how to navigate the structure of educational systems.
- Knowledge and understanding of State and National School Social Work Standards (NASW) and applicable laws, regulations and policies related to student welfare
- Knowledge of current trends and concerns in education directly impacting at-risk students and dropout prevention
- Collaborative decision-making and conflict resolution skills; Ability to problem solve
- Excellent communication and interpersonal skills
- Strong facilitation and presentation skills
- Organizational skills and ability to handle multiple tasks
- Strong time management skills and ability to work effectively and efficiently
- Maintain legal ethical and confidentiality requirements as it adheres to the NASW code of ethics

Ability to:

- Ability to work within a multidisciplinary team

- Ability to establish and maintain cooperative and collaborative working relationship with a variety of professionals and stakeholders
- Ability to connect with people from diverse ethnic and socioeconomic backgrounds, foster/non-traditionally housed youth, and other at-risk student sub-groups

### **WORKING CONDITIONS:**

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.

Physical Demands: 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.

- **Mental Demands:** high workflow management, high project coordination, high people engagement
- **Finger Dexterity:** using primarily just the fingers to make small movements such as typing, picking up small objects, or pinching fingers together
- **Talking:** especially where one must convey detailed or important instructions or ideas accurately, loudly, or quickly
- **Average Hearing:** able to hear average or normal conversations and receive ordinary information
- **Average Visual Abilities:** ordinary acuity necessary to prepare or inspect documents or operate machinery
- **Physical Strength:** sedentary work. Sitting most of the time, and occasionally exerts up to 10 lbs. of force (almost all office jobs)
- **Frequent multi-tasking,** changing of task priorities, repetitious exacting work required
- **Working in a noisy, distracting environment with frequent deadline pressures**

### **Hazards:**

- Hazards associated with servicing students with behavioral management disabilities.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

**Board Approved: November 9, 2021**

**FLSA Status:** Exempt