

TITLE:**SOCIAL WORKER (MENTAL HEALTH)****FLSA: Exempt****QUALIFICATIONS:**

1. Bachelor's degree in Social Work. DOE certification as School Social Worker and Master's degree in Social Work is desirable.
2. Previous experience as social worker is desirable.
3. Ability to work with students, their families, and school personnel.
4. Knowledge of school and community resources.
5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORT TO:

Coordinator of Student Services

JOB GOAL:

To assist students in resolving personal, emotional, attendance, and social problems which interfere with their adjustment to school and their ability to fully benefit from the education offered them. To use home-school relations as the medium through which an individual student's response to and benefits from the school and its program can be strengthened and improved.

PERFORMANCE RESPONSIBILITIES:*** Essential Performance Responsibilities**

- * 1. Counsel with parents toward improving home situations whereby more favorable conditions will be attained in regard to school work, behavior, attendance, general and mental health, and interest.
- * 2. Serve as liaison amongst home-school and outside agencies, public, medical and mental health programs, and public assistance programs.
- * 3. Help families better understand the school and its programs and educational impact on future success.
- * 4. Make home visits for the purpose of gathering helpful information on a student's background.
- * 5. Serve as liaison between home and school when considerable follow-up is necessary, as in welfare cases, truancy cases, foster home children, and disadvantaged students.
- * 6. Maintain contact with families to meet appointments for services and care, and provide feedback to schools.
- * 7. Work with schools, outside agencies, primary care providers, and parents to gain permission to share information regarding students' physical and/or mental health.
- * 8. Coordinate and facilitate school personnel training, parent involvement activities, family support groups, and workshops.
- * 9. Collaborate with school staff, student families and students in crisis, grief and loss situations.
- * 10. Participate with school personnel and other support agencies in case conferences, truancy meetings, and multi-agency network meetings.
- * 11. Keep records of cases for use by school staff and outside agencies as needed.
- * 12. Able to perform duties with a professional and cooperative work ethic and able to maintain confidentiality.
- * 13. Adhere to applicable education and social service laws as well as district policies and procedures.
- * 14. Ability to work flexible hours.
- 15. Perform such other duties that may be assigned from time to time.

PHYSICAL REQUIREMENTS:

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. While performing the duties of this job, the employee is regularly required to sit; use hands to manipulate objects, tools, or controls; reach with hands and arms; and talk and hear.

The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

Noise level in the work environment is usually quiet.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the Board.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluations of personnel.