

JOB DESCRIPTION

Job Title	School Social Worker
Department	Student Services
Reports To	Director of Student Services
Classification	Certified
Location	District-wide
Salary	On Schedule
Length of Contract	School Year

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws.

Job Summary

The School Social Worker is a member of the Student Services Team within the Division of Teaching and Learning. The School Social Worker is responsible for creating links between home, school, and community to increase students' social/emotional/behavioral functioning and to improve academic achievement.

Essential Job Functions

- Provides consultation and collaborative services to building staff and administration on the day-to-day functioning and welfare of students
- Provides individual case management services and evaluations based on adaptive behaviors, socio-cultural adjustment, and social history as appropriate, in coordination with the school psychologist at assigned buildings
- Assists in the smooth transition of special education students as they pass from special education to regular education and vice versa, including changes to more or less restrictive environments
- Help meet student needs by coordinating a variety of school and community services
- Collaborate with other professionals on classroom management with specific regard to aspects of the curriculum concerned with social and emotional development, behavior, family cooperation, and adaptive behaviors as they relate to cultural background experiences
- Work with principals and building secretary to identify children with attendance concerns and work with families, children, and school staff to prevent truancy in individual cases
- Provide consultation and assistance to staff and families as needed in matters related to child welfare
- Attend and participate in assigned school student problem solving teams, Individualized Education Plan (IEP) teams, and attend family/teacher conferences when necessary and appropriate
- Provide crisis follow-up and coordination services to families and children after traumatic family incidents

- Cultivate a culture of connection between child, home, communities, and schools
- Engages in primary prevention efforts with other school personnel to support students' social and emotional needs
- Research, develop, and evaluate school social work interventions relating to students with special needs

Ancillary Job Functions

- Serve on building based crisis intervention/support teams
- Performs other related duties as assigned

Required Qualifications – Required qualifications to effectively perform the job at the time of hire. An equivalent combination of education, training, and experience will be considered. Additional requirements and/or substitutions may be requested and require the approval of HR.

- Department of Public Instruction School Social Worker license
- Master's Degree in Social Work
- Certification as a social worker by the Wisconsin Department of Safety and Professional Services
- Participation in continuing ethics and boundary training as required every two years by the Wisconsin Department of Safety and Professional Services
- Demonstrates a knowledge and use of equitable and culturally responsive practices

Preferred Qualifications – Highly desired education, training, and/or experience that may be helpful in performing the job, if applicable.

- Three years' experience in a recognized social service agency working with children and families
- Training in school related and/or social work settings

Knowledge, Skills, and Abilities – May be representative, but not all-inclusive, of those commonly associated with this position.

- Knowledge of public educational goals
- Knowledge of and ability to apply state and federal regulations as they pertain to general and special education services
- Knowledge of and familiarity with the Wisconsin Pupil Services Standards as articulated through the Wisconsin Department of Public Instruct (DPI)
- Knowledge of and familiarity with the Wisconsin Teaching Standards as articulated through the Wisconsin DPI
- Knowledge of social work skills at all three levels of intervention, including systemic intervention, group work, and case work
- Knowledge of community resources and ability to help families access these resources

- Ability to cooperate with other school personnel in meeting overall District, school, and social work goals
- Knowledge of social, mental health, and child welfare issues that impact families and children's education
- Knowledge and personal awareness of the role that race, economic injustice, and culture play in presenting barriers to education as well as how to overcome these barriers
- Familiarity and training in Non-Violent Crisis Intervention
- Knowledge of and awareness of the Response to Intervention framework and how to intervene therein
- Ability to conduct social/emotional education evaluations and present social work findings to IEP teams
- Ability to utilize data as foundation to evidence-based interventions within the Response to Intervention Framework
- Ability to travel to multiple District buildings in compliance with the District driving policy

Work Environment – Environmental or atmospheric conditions commonly associated with the performance of the functions of this job.

- Normal school environment and moderate noise levels.

Physical Requirements – The physical demands described below 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 essential functions.

- Must be able to have repetitive wrist/hand/finger movement to work on computer and/or related office equipment
- May be required to work at desk/computer for extended periods of time
- Frequently required to talk, hear, stand/walk, and drive
- Must be able to observe student behavior, make eye contact, and read body language and facial expressions