



Gaston County Schools

SCHOOL SOCIAL WORKER

Definition

The employee promotes maximum development of all students by prevention/alleviation of problems that interfere with the tasks of learning through knowledge of human behavior, social systems, and social work skills.

Duties and Responsibilities

- Analyzes situations to determine options/resources and offer decisions.
- Provides casework services to students and parents that result in improved situations and/or behaviors.
- Performs casework service with individual students to correct those personal, social, or maladjustments related to their educational and social progress.
- Performs casework service with parents as an integral part of the task of helping students to increase the parents' understanding, their constructive participation in resolving their child's problems, and their knowledge and use of appropriate resources available.
- Consults and collaborates with other school personnel in gathering and giving information on a case, and in establishing and planning for respective roles in the modification of the student's behavior.
- Supervises the referral of students to, and serves as a liaison with, such outside agencies as the Department of Social Services, Child Placement Bureau, Juvenile Court and the like, as appropriate.
- Makes home visits for the purpose of gathering helpful information on a student's background.
- Serves as liaison between home and school when considerable follow-up is necessary, as in social services cases, foster home children, and disadvantaged students.
- Assists students directly toward adjustment to school.
- Keeps sufficient records of cases for use by school staff members and outside agencies when appropriate.
- Performs other related duties as required, *including but not limited to, transporting students in his/her private vehicles as deemed appropriate by the principal.*

Knowledge, Skills and Abilities

- Solid knowledge of students' social, emotional, and learning development from preschool through high school.
- General knowledge of the traits and characteristics of the varied student ages and ability groups and the ability to understand, be sensitive, and work with each on an appropriate level and with correct techniques and methods.
- Ability to analyze situations, determine possible options, and make appropriate decisions based on the facts and the specific situation.
- Ability to use sound judgment in approaching and working with sensitive and difficult situations.
- Ability to communicate effectively in oral and written form.
- Ability to establish and maintain effective working relationships with parents, students, teachers, staff, administrators, school personnel at multiple sites, and agencies.
- Ability to plan and organize multiple activities, projects, and other tasks and monitor each appropriately.



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- Ability to develop and compile records and reports.
- Strong knowledge of educational laws, policies, rules, practices, and Gaston County School Board Policies.
- Thorough knowledge of ethics, procedures, and practices.

Physical Requirements

- Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing walking, pushing, lifting, grasping, talking, hearing, and repetitive motions.
- Must be able to perform medium work exerting in excess of 50 pounds of force occasionally, and/or in excess of 25 pounds of force frequently, and/or in excess of 20 pounds of force constantly to lift objects.
- While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand and walk. The employee is occasionally required to sit; use hands to finger, handle or feel objects, tools, or controls; and climb or balance.
- Must possess the visual acuity to operate required equipment and motor vehicles. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Must possess the visual acuity to prepare data, work with record processes, and do extensive reaching and research.

Minimum Education and Experience

- Minimum of Bachelor's degree in Social Work from a regionally accredited college/university.
- Must have North Carolina certificate/license in School Social Work (00006) or eligible for license.
- Proven documented track record in Social Work setting, preferably in educational environments.

This Position Reports Directly to: Director of Social Work Services

Classification: Exempt

Salary: North Carolina Instructional Support Salary Schedule (<http://www.dpi.state.nc.us>)

Disclaimer

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

If offered a position, prospective employee must pass a required health exam, criminal records check, and drug test.



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HOW TO APPLY:

Outside Applicants:

Visit Gaston County Schools website at www.gaston.k12.nc.us

- Select "Jobs"
- Select "Careers/Job Opportunities"
- Select "Start an application for employment"
- Complete online application

The following documents must be uploaded to online application:

- Current résumé
- Copies of college transcripts (degree dated)
- Copy of Praxis or state test results (if license completed)
- Three completed current Reference Surveys (from non Gaston County Schools employees) in Applitrack application or three current letters of recommendation or a combination of the two
- Copy of Certifications/Licenses

Qualified inside and outside applicants should mail or email letter of interest and résumé to:

Sy Pugh, Coordinator
Student Support Services
PO Box 1397
Gastonia NC 28053
Email: [lspugh@gaston.k12.nc.us](mailto: lspugh@gaston.k12.nc.us)