



Position Description

School Social Worker

Salary Level: As per AEA Contract for Certified Professionals

Prepared Date: November 2, 2021

Contract/Benefits: AEA Contract

Prepared by: Director of Student Services

Department or Area: Health

Approved by: Executive Dir of HR

Reports To: Director of Student Services & Bldg. Principal

CSI Grant Funded: 2023-2024 through 2025-2026

Qualifications:

1. Master's Degree in Social Work, social work license required.
2. Experience in working with at-risk students and families.
3. Satisfactory work record & criminal/child abuse clearances (Acts 34, 114, and 151).
4. Experience in public education preferred.
5. Such alternatives to the above qualifications as the School Board may find appropriate and acceptable.

Summary

To work with assigned schools providing whole-child and family supports to identified students through individual and group interventions, connection to school and community resources, and multidisciplinary school-based teams.

Essential Duties and Responsibilities

1. Conduct formal and informal assessments of student functioning, developmental history, family and community structure, interpersonal relationships, adaptive behavior, and cultural factors that may influence learning.
2. Assist in the planning of therapeutic and behavioral modification activities provided by the school.
3. Provide crisis and emergency assistance including support to students in need and participation in threat assessment and related initiatives. Assist in training school personnel to be able to identify the signs and impact of trauma in students and families and coordinate or support initiatives to develop institutional culture and climate.
4. Provide individual and group interventions to students.
5. Provide supportive case work to children and their families, including parent/caregiver education and self-advocacy.
6. Assist students and their families in gaining access to formal and informal community resources.
7. Consult with stakeholders to facilitate understanding of factors in a student's home, school, and community that affect their educational experience.
8. Consult and collaborate with school personnel, parents, and community resources in areas that impact student learning.
9. Promote collaboration among community health, mental health, and welfare service providers and facilitate greater access to these services for students.

10. 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.
11. Performs other duties as assigned.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

Personal Competencies

Meets commitments made to employees; Focuses on solving conflict, not blaming; Maintains confidentiality; Listens to others without interrupting; Shows reasonable control of personal emotions; Exhibits objectivity and openness to the views of others; Speaks clearly and persuasively in positive or negative situations; Listens and solicits clarification; Responds appropriately to questions; Balances team and individual responsibilities; Gives and welcomes feedback; Contributes to building positive morale; Educates others on the value of diversity; Puts success of team above own interests and recognition; Promotes a harassment-free environment; Follows policies and procedures.

Displays willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision-making process; Makes timely decisions; Treats people with respect; Keeps commitments; Inspires the trust of others; Works ethically and with integrity; Approaches others in a tactful manner; Reacts well under pressure; Accepts responsibility for own actions; Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies supervisor feedback to improve performance; Monitors own work to ensure quality; Follows instructions, responds to supervisory direction; Takes responsibility for own actions; Completes tasks on time or notifies appropriate person with an alternate plan; Is consistently at work and on time; Arrives at meetings and appointments on time.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties. While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to walk and use hands to finger, handle, or feel. The employee is occasionally required to stand; sit and reach with hands and arms. Specific vision abilities required by this job include close vision, distance vision, and ability to adjust focus. The physical demands may require the implementation of effective de-escalation techniques as per approved training.

Evaluation:

The person filling this position will be evaluated according to the process adopted by the Allentown School District

Reviewed and read by: _____ Date: _____
Individual serving in this position