

Mount Prospect School District 57

Title: Social Worker

Reports To: Building Principal

Job Goal: To utilize a variety of intervention strategies to support and enhance students' educational and emotional development.

Essential Duties and Responsibilities

- Makes home visits for the purpose of gathering helpful information on a student's background.
- Helps families make appropriate social agency contacts, when needed.
- Serves as liaison between home and school when necessary.
- Keeps detailed records of cases for use by school staff members and outside agencies when appropriate.
- Conducts formal and informal assessments of adaptive behavior, self esteem, social skills and behaviors.
- Assists in developing and implementing prevention and intervention plans that enable students to benefit from their educational experiences.
- Provides individual and group counseling and other services to enhance success in the educational process.
- Provides crisis intervention counseling and other services to the school community.
- Provides training and educational programs in the school community.
- Participates in problem solving meetings and eligibility conferences for students.
- Initiates referrals and linkages to community agencies and maintains follow-up services on behalf of identified students.
- Along with building administrator, initiates reports of suspected child abuse and neglect to the appropriate agencies.
- Performs such other duties as may be assigned by the Principal.

Supervisory Responsibilities

Supervises students, the classroom and other classroom support staff.

Qualification Requirements

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.

Licensure and Experience

Illinois Professional Educator's License with a School Social Worker endorsement.

Language Skills

Ability to read, analyze and interpret general periodicals, professional journals, technical procedures or government regulations. Ability to write reports, business correspondence, and procedural directives. Ability to effectively present information and respond to questions from groups of students, parents, administrators and the general public.

Mathematical Skills

Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations.

Reasoning Ability

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Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in writing, oral, diagram or schedule form.

Other Skills and Abilities

Ability to apply knowledge of current research and theory. Ability to assist in the planning and implementation of strategies to target learning objectives based on the needs and abilities of the students. Ability to establish and maintain effective relationships with students, parents, and colleagues. Ability to communicate orally and in writing. Ability to perform duties with awareness of all District requirements, Board of Education policies, and Special Education Law.

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 position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is required to stand, talk, hear, walk and sit. While performing the duties of this position, the employee may occasionally push or lift up to 50 pounds such as boxes of books or computer carts. The employee may be directly responsible for the safety, well-being and the work output of other people.

Specific vision requirements of this position include close vision such as to read handwritten material, and the ability to adjust focus. This position requires the individual to meet multiple demands from several people and to interact with the public and other staff.

Work Environment: *The work environment characteristics described here are representative of those an employee encounters while performing the essentials functions of this job. Reasonable accommodations may be made to individuals with disabilities to perform the essential functions.*

Duties are performed indoors and occasionally outdoors. The noise level in the work environment can at times be moderate to loud.

Terms of Employment

Salary and work year consistent with teachers' contract.

Evaluation

Job performance is evaluated in accordance with District guidelines by the Principal.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Revised July 2017