



# Social Worker

**Reports to:** Director  
**Division:** Wrap Around Services

**Structure/Grade:** Z – Schedule  
**Workdays:** 190 Days

## Position Summary

Collaborate with students, parents, and school staff to assess and address learning barriers. Provide counseling, crisis intervention, and advocacy to enhance academic and social outcomes, and connect individuals with community resources and services as needed. This role requires expertise in the field and the ability to operate with limited oversight.

## Essential Job Duties

- Assist parents, students, and school staff in identifying needs that interfere with learning, and work collaboratively to solve these problems.
- Provide direct services such as individual and short-term supportive counseling to students, along with educational, psycho-social, and behavioral support.
- Conduct home visits to assess situations and provide support, and monitor school attendance and intervene when necessary.
- Engage in consultation and collaboration with teachers, staff, and external agencies to facilitate the integration of services for students.
- Serve as an internal subject matter expert, providing guidance to colleagues as required.
- Complete complex analysis related to job functions, recommending solutions that involve consideration of multiple variables to enhance student support systems within the educational environment.
- Manage crises by providing therapeutic support and interventions for students with severe emotional and behavioral issues.
- Make referrals to community resources and coordinate these efforts to effectively meet the needs of students and families.
- Monitor student progress and communicate regularly with school personnel and families regarding student well-being.
- Participate actively in the development of school policies related to student welfare, and implement procedures to ensure compliance with child protection laws.
- Perform additional duties as assigned.

## Qualifications

- Master's degree in Social Work, Counseling, or closely related field from a Georgia Professional Standards Commission approved accredited college or university required.
- Minimum one (1) year of professional social work, counseling, or closely related experience required.
- Valid Professional Standards Commission approved certificate in school social work at level S-5 or above required.

## Knowledge, Skills, and Abilities

- Knowledge of Georgia Early Learning and Development Standards (GELDS)
- Knowledge of preschool special education classroom practices



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- Knowledge of due process and legal requirements in special education
- Skill in crisis management and suicide intervention.
- Ability to work independently with limited oversight
- Ability to manage standard projects, programs, or processes
- Ability to manage own time and complete tasks in alignment with end goals
- Effective oral, written, and interpersonal communication skills, and the ability to adapt communication style to differing audiences
- Ability to enhance relationships with senior internal and external partners not familiar with the subject matter
- Ability to ensure compliance with relevant standards and regulations while managing tasks effectively under pressure with competing deadlines
- Excellent decision-making skills and the ability to exercise independent judgment

## Physical Demands and Work Environment

- Constantly required to exchange accurate information.
- Constantly operates a computer and other office machinery.
- Constantly observes details at close range.
- Frequently remains in a stationary position.
- Occasionally moves about inside a classroom or similar setting.
- Occasionally moves equipment weighing up to 25 pounds.
- Occasionally moves or otherwise maneuvers children weighing from 25 pounds to over 100 pounds.
- Occasionally operates a motor vehicle safely and legally, in accordance with applicable state and federal transportation laws.
- Must have valid driver license and clean driving record.
- Constantly works in an indoor environment.
- Occasionally exposed to loud noise levels.
- Occasionally exposed to bodily fluids and communicable diseases.

## Supervisory Responsibility

- May provide guidance and coach others.

***Disclaimer:** Information contained within this position specification only summarizes information for interested individuals. The statements herein are intended to describe the general nature and level of work being performed by the employee in this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of a person in this position. If there is a discrepancy between the information in this position specification, the current documents obtained in the Division of Human Resources will always govern. The DeKalb County School District reserves the right to modify, alter or discontinue these reference materials for any reason.*

By signing below, I agree that I have read and understand the requirements and the essential functions of this position.

Employee: \_\_\_\_\_ Date: \_\_\_\_\_