

## POSITION DESCRIPTION

Position:	Social Worker
Purpose:	To provide school social work /counseling services in a culturally inclusive environment for Special Education students and families, including ASD, family outreach, and individual ongoing support for students and staff.
Primary Customers:	<b>Internal:</b> School student support personnel (i.e. deans, counselors, health personnel); other staff <b>External:</b> Students, parents, community resources and organizations
Position Qualifications:	<p>Education:</p> <ul style="list-style-type: none"><li>• Master's degree and license in mental health practice through the Minnesota Board of Social Work or Counseling;</li><li>• Eligible for Minnesota Board of Teaching/Social Work II</li></ul> <p>Experience:</p> <ul style="list-style-type: none"><li>• Experience in providing therapeutic and consultative service to at-risk and emotionally and/or behaviorally disabled students.</li><li>• Experience in providing case management services to children and youth.</li><li>• Experience in working with families and at-risk youth.</li><li>• Experience providing individual therapy, group work, crisis management and psycho-educational classes to at-risk youth.</li><li>• Experience understanding and evaluating mental health 'related services' needs of students eligible for special education.</li></ul> <p>Qualifications:</p> <ul style="list-style-type: none"><li>• Demonstrated ability to work with youth, and families from a variety of cultures; knowledge of strength-based approaches to working with at-risk children, youth and families.</li><li>• Demonstrated conflict resolution and cross-cultural skills.</li><li>• Excellent interpersonal, written, oral communication and presentation skills; organizational and leadership skills; ability to use technology as a tool.</li><li>• Skilled with Microsoft Office Suite.</li></ul>

All positions are designed to support the **MISSION** of the Eden Prairie School district:  
**Inspiring each student every day.**

### Essential Responsibilities:

1. Direct service to students and families. Meet directly with students and families either at school or in their homes. Create family support teams. Assist students in improving their social, emotional, behavioral and academic functioning. Connect them with necessary support systems and strategies so as to improve their academic achievement in school. Help children to apply the skills learned. Be visible and approachable for all students in the classroom, playground, etc.... Develop family strengthening strategies to enhance family relationships and family support of academic success. Develop outreach strategies that will breakdown the barriers to academic success for students receiving special education services and assists in engaging them in their studies and their community. Link and manage students who are experiencing mental health issues with the proper resources and services to address their needs. Work with high school volunteers to help children, etc.... Able to work with diverse and English Learners and their parents/families. Understanding of different cultures and awareness.  
**Result:** Improved student engagement; family needs are identified and resolved.
2. Case Management Work closely with school child study teams. Carry out social work services that are written into student's Individual Learning or Individual Education Plans either at school, in family homes or in the community. Provide individual counseling, group work and crisis management services as well as psycho-educational classes. Potential services might include one-to-one-counseling, small group work, liaison work with family and community services, and family/parent guidance. Creation of family support teams through family outreach program. Ensure that staff, parents and their students are well informed. Maintain records in the plans. Oversee and intervene in student attendance problems at a higher level.  
**Result:** Communication between all parties is effective and timely. The needs of the students are met so that improved academic achievement will occur. The interventions make a positive difference with students and their families.
3. Coordinate classes and outside community resources and agencies. Maintain direct contact with school staff and families that deal with students regarding their needs and other issues. Consult with school staff regarding possible interventions and community resources (including Washburn co-located services) and outside referrals. Proactive approach and interaction with teachers through focus groups and training needs. Participate in family and students' meetings scheduled by the school. Maintain county connections and referrals for staff, students, and family members of the building. Maintain strong networking skills with the students.  
**Result:** Appropriate interventions will be provided to students and families and preventative strategies will be maximized.

### Standard Measures of Accomplishment:

1. The needs of students and families are met through appropriate interventions and community resources.
2. Families are connected with appropriate community services.
3. The individual learning/education plans are measured and reviewed regularly to reflect goal progress and attainment.
4. Student achievement improves.
5. Students and family satisfaction with interventions are satisfactory or excellent.

This job description describes the general nature and work expected of an individual assigned to this position. Employees may be required to perform any other job-related duties as requested by their supervisor. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

#### Terms of Employment

Classification Number: EPEA (Teachers)  
Days/Year: 185/year

\*Hours and days of service are established by the school district and are subject to change according to district need; this employee must be available to work flexible hours, including evening and weekends.

Working conditions are determined by written contract between EPEA and the Eden Prairie School District.

#### Evaluation

A continuous performance improvement process will be developed a licensed school administrator.