

# BENTLEY COMMUNITY SCHOOL DISTRICT

## NOTICE OF VACANCY

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**POSITION:** School Social Worker

**DESCRIPTION OF THE DISTRICT:** The Bentley Community School District is a thriving school district in the City of Burton, Michigan. We serve approximately 715 students in K-12<sup>th</sup> grades across three schools, fostering a positive and supportive learning environment for all. We are seeking a highly motivated and detail-oriented person to join our faculty as a School Social Worker.

**JOB SUMMARY:** The School Social Worker assists students whose emotional/social problems interfere with their ability to obtain maximum benefit from the educational program. Acts as liaison between parents/guardians, school, and public and private agencies responsible for student care and services.

### PERFORMANCE RESPONSIBILITIES:

- Provides social work services to students with and without identified disabilities.
- Provides social work evaluations to students suspected of having a disability and re-evaluations as determined by the Multidisciplinary Evaluation Team (MET).
- Supports the vision and mission of Bentley Community School District by assisting students with their emotional needs.
- Provides consultation to parents/guardians regarding family and community adjustment.
- Serves as liaison between the school and outside social agencies when appropriate.
- Makes home visits for family consultation and evaluation.
- Makes regular school visits according to established schedules.
- Aids teachers and principals regarding students with adjustment problems.
- Assists in the development of student behavior management plans, functional behavior assessments, and manifestation determinations.
- Collects data regarding behavioral intervention plans and services provided to students.
- Maintains appropriate confidential records on each student referred; completes all required paperwork timely and efficiently.
- Consults, counsels, and collaborates with parents, school personnel, students, and appropriate community agencies regarding behavioral and educational concerns developed in a multi-tiered system of support.

### OTHER DUTIES:

- May travel to and from student homes as assigned.
- Represents the district on various community services agencies and professional organizations as appropriate to the assigned area.
- Performs other related duties as assigned.

### QUALIFICATIONS:

- Master-Social Work required or a BA of Social Work committed to earning a MS of Social Work within 24 months.
- Eligible for temporary or full approval as school social worker through the Michigan Department of Education within 24 months.
- Must hold valid social work license (P.A. 61 of 2004) through the Michigan Department of Licensing and Regulatory Affairs (LARA) or within 24 months of hire.
- Understands and will abide by the [Michigan Code of Educational Ethics](#)

**SKILLS/OTHER:**

- Skilled in interviewing individuals and groups.
- Ability to formulate eligibility recommendations for emotional impairment.
- Demonstrated initiative and understanding in working with students, parents/guardians, teachers, and staff.
- Excellent verbal, written, and interpersonal communication skills.
- Ability to solve problems logically and effectively, to work independently, to manage multiple tasks with results, and demonstrate effective time management skills.
- Ability to utilize district technology to and work to maintain proficiency, as required skill sets change with technology and/or the needs of the district.
- Punctuality and good attendance are requirements for the position.
- Ability to work a flexible workday and work week, and work year.
- Ability to work effectively as a team member.
- Demonstrated mental/physical ability and stamina for meeting the essential duties of the position.
- Discretion with confidential information.
- Ability to maintain a calm, poised and professional image at all times.
- Demonstrate honesty, integrity, and professionalism at all times.
- Ability to exercise good judgment and make decisions in accordance with board policies and administrative guidelines.

**REPORTS TO:** Building Principals

**WORKDAY/WEEK:** Full-time

**STARTING DATE:** ASAP

**COMPENSATION:** Salary based on experience

Additional benefits include:

1. Health Insurance: Full family health insurance coverage
2. Cash-in-Lieu of Health Insurance: Employees who have alternative coverage may opt out of the district's health insurance plan and receive a cash-in-lieu benefit
3. Vision Insurance: Comprehensive vision coverage,
4. Dental Insurance: Comprehensive dental coverage,
5. Life Insurance: A \$50,000 life insurance policy,
6. Long-Term Disability Insurance: Income protection in the event of a long-term illness or injury,
7. MPSERS Retirement Plan: Participation in the Michigan Public School Employees' Retirement System, providing a secure foundation for your retirement, and
8. Voluntary Retirement Savings Plans: Option to contribute to a 403(b) or 457 plan to help you save for the future.

**POSTING DATE:** 1/30/2026

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**APPLY:** [www.bentleyschools.org](http://www.bentleyschools.org) or [www.applitrack.com](http://www.applitrack.com)

**POSTING DEADLINE:** Until Position if Filled

The Bentley Board of Education is committed to a policy of non-discrimination in relation to race, color, sex, age, religion, height, weight, gender identity, marital status, disability and national origin. For all concerns and complaints for issues relating to Title IX, Section 504, the Age Discrimination Act and Title II, please contact Dr. Kristy Spann, at 1170 N. Belsay Rd., Burton, MI 48509, (810) 591-9121.