

Job Description

Linden Board of Education



Certified

Special Education Social Worker

QUALIFICATIONS

1. Valid New Jersey School Social Worker Certification
2. Master's Degree or higher
3. Experience working with students in special education programs, including students with emotional/behavioral disabilities, autism, multiple disabilities, and developmental delays preferred.
4. Demonstrated knowledge of IDEA, IEP development, social-emotional and behavioral interventions, and best practices related to students with disabilities.
5. Ability to provide individual and group counseling services and to collaborate as a member of the Child Study Team and/or building-based support team.
6. Strong interpersonal, communication, and crisis intervention skills.
7. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

REPORTS TO

Director of Special Services and/or Supervisor of Special Education and/or Building Principal

FUNCTIONS

To support the special education program by providing school-home coordination, counseling, and case management for students with disabilities; to provide families with information regarding appropriate supports; to collaborate with Child Study Team members, teachers, and related service providers to address student needs; and to assist with social-emotional, behavioral, and environmental needs impacting student progress.

MAJOR DUTIES AND RESPONSIBILITIES

- 1) Provides individual and group counseling to students with disabilities in accordance with their IEPs, utilizing evidence-based strategies to support social-emotional development, behavior, and coping skills.
- 2) Participates in IEP meetings and assists with developing social-emotional and behavioral goals, present levels, and related service recommendations.
- 3) Collaborates with Child Study Team members, teachers, and service providers to ensure implementation of student supports, and provides consultation to staff regarding student needs.
- 4) Conducts functional assessments and provides crisis intervention, risk assessment, and short-term stabilization as needed.
- 5) Serves as a liaison between home and school, maintaining regular communication with families regarding student progress and community supports.
- 6) Provides information to families regarding mental health resources, community agencies, transition services, and other supports available within and outside the district.
- 7) Maintains accurate documentation, service logs, reports, and records required under IDEA, district procedures, and state regulations.
- 8) Participates in MTSS/RTI, behavior planning, re-entry meetings following hospitalization, or other school-based support activities as assigned.
- 9) Consults with teachers and paraprofessionals regarding strategies to support student learning, behavior, and social-emotional development within classroom settings.
- 10) Maintains confidentiality and adheres to FERPA, IDEA, Board policies, and district procedures.
- 11) Supports school climate initiatives and assists in implementing social-emotional programming within assigned buildings.
- 12) Works collaboratively within Crisis Teams, I&RS, or other multidisciplinary teams as designated by administration.
- 13) Provides professional input regarding accommodations, behavior plans, and classroom interventions for students receiving special education services.
- 14) Supports school re-entry following disciplinary, medical, or mental-health related absences as appropriate to student need and IEP requirements.
- 15) Maintains professional competence through continued training related to special education, counseling, intervention strategies, and IDEA compliance.
- 16) Performs such other duties as may be assigned by administration.
- 17) Performs other related duties that may be assigned by the Superintendent and/or immediate supervisor

TERMS OF EMPLOYMENT

10-month position. Salary determined by the Board consistent with the negotiated agreement with the Association.

EVALUATION

Performance of this job will be evaluated annually in accordance with state law and provisions of the Board of Education policy on evaluation of certified staff.

DATE ADOPTED

December 15, 2025

DATE UPDATED

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