

FLOSSMOOR SCHOOL DISTRICT 161

Position Title: School Social Worker
Department: Special Education
Reports To: Building Principal, Director of Special Education

SUMMARY: To support the success of individual and small groups of students through support strategies and consultation with staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Other duties may be assigned.

- Arranges for and completes the social developmental study and/or family analysis as related to the nature of the learning and social behavior problems of children referred for service
- Plans and develops appropriate social work intervention techniques for children for whom social work evaluations have been completed
- Assures the safety, and physical and emotional well-being of students who because of abuse, neglect or crisis are determined at risk
- Functions as a member of the IEP team and Professional Learning Communities (PLC) as needed
- Provides a social developmental study and functional behavior assessment for children referred to the IEP team as needed
- Participates in IEP meetings of children evaluated/re-evaluated with appropriate school personnel
- Develops IEP goals and objectives based on student needs
- Updates progress toward IEP goals and objectives on a trimester/quarterly basis
- Develops Functional Behavioral Assessments (FBA) and Behavioral Intervention Plans (BIP) as needed
- Collaborates with members of the IEP team as needed relative to case disposition and follow-up
- Participates in placement staffing of children entering programs for the emotional disturbed child and as needed in other special class placement staffing
- Provides individual and/or group counseling/intervention to students on social work caseload
- Consults with school personnel and parents regarding the management of children with learning and social behavior problems
- Provides limited service to students
- Maintains up-to-date knowledge of Illinois and federal legislation and regulations affecting children in both school and community environments
- Provides liaison services between the schools, home and community agencies and other public or private institutions
- Reports on suspected child abuse cases as required by mandated reporting act
- Serves as a member of a Crisis Intervention Team that would be used when a state of crisis or emergency exists at District
- Provides written reports about all children for whom evaluations have been completed
- Attends staff development sessions and other meetings as called by the Director of Special Education
- Demonstrates the effective use of digital tools in teaching and learning practices to help students achieve learning targets
- Models use of digital tools in instructional practices
- Regularly connects with continuous professional learning communities to advance professional practices for 21st Century Learning and Teaching
- Participates in the evaluation process with the appropriate administrator to improve performance according to the Flossmoor Teacher Evaluation Plan (FTEP).

SUPERVISORY RESPONSIBILITIES: Supervises students.

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.*

EDUCATION AND/OR EXPERIENCE: Master's degree in Social Work. A minimum of 500-clock hour supervised social work practicum. Satisfactory completion of one year as a school social worker with direction from a fully approved school social worker.

LANGUAGE SKILLS: Ability to read and analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of administrators, staff and the general public.

MATHEMATICAL SKILLS: Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plan and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

CERTIFICATES, LICENSES, REGISTRATIONS: Valid Illinois Professional Educators License (PEL) with school social worker endorsement (PreK-Age 21).

OTHER SKILLS AND ABILITIES: Ability to apply knowledge of current research and theory to instructional program. Ability to plan and implement lessons based on division and school objectives and the needs and abilities of students to whom assigned. Ability to establish and maintain effective working relationships with students, peers, parents and community. Ability to speak clearly and concisely in written or oral communication. Ability to perform duties with awareness of all District requirements and Board of Education policies.

PHYSICAL DEMANDS: *The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. 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 regularly required to sit, talk or hear. The employee is occasionally required to stand, walk, climb or balance and stoop, kneel, crouch or crawl.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision and the ability to adjust focus. The position requires the employee to meet multiple demands from several people and 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 essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The noise level in the work environment is usually quiet. Duties are performed indoors and occasionally outdoors. The employee is directly responsible for the students' safety, well-being and work output.

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.

Prepared/Accepted by District Administration:

Date: 1/30/2014

Input Requested by Flossmoor Education Association:

Date: 1/30/2014

Input Received from Flossmoor Education Association:

Date: 2/14/2014

Approved by Superintendent:

Date: 2/14/2014