

**CODE: 35302**  
**UNIT: Certified**  
**TDR B – Social Workers**  
**FLSA: Exempt**

**CLASSIFICATION**  
**SOCIAL WORKER – LICENSED CLINICAL**

**SUMMARY:** The Social Worker serves the student whose social, emotional and/or family problems interfere with his/her capacity to function adequately within an educational environment. The Social Worker professionally assesses the problem(s) in order to provide and refer for interventions that help eliminate barriers to learning. Interventions may include the school, family and/or community resources.

**MINIMUM REQUIREMENTS**

Current Licensed Clinical Social Worker (LCSW) issued by the Arizona Board of Behavioral Health.

Master's degree in Social Work from an accredited graduate school of social work.

AHCCS provider number.

Dependable mode of transportation.

Availability to work flexible hours as needed.

**PREFERRED REQUIREMENTS.**

Bilingual – Spanish/English

**ADDITIONAL REQUIREMENTS AFTER HIRE**

FBI fingerprint background check (at employee's expense).

Proof of immunity to rubeola (measles) and rubella (German measles), or proof of MMR immunization

Must hold a current Driver's license and personal vehicle insurance coverage greater than or equal to the state required minimum for car insurance as described under [Governing Board Policy: EEB-R-1](#) Business and Personnel Transportation Services - Transportation by Employees.

Must release Social Security Number to be eligible for AHCCS-Provider ID Number.

**ESSENTIAL FUNCTIONS**

**THE LIST OF ESSENTIAL FUNCTIONS IS NOT EXHAUSTIVE AND MAY BE SUPPLEMENTED.**

Provides information and acts as a liaison between the District, School, Community and families including, but not limited to, counseling referrals, home visits and access to community resources.

Participates in the development of Individualized Education Plans, and the creation of behavioral and counseling goals.

Provides direct services to Exceptional Education Students/General Education Students and their families, within a multi-cultural framework, by providing therapeutic interventions, counseling crisis intervention and short-term support groups (i.e.; anger management, anxiety strategies, grief/loss, mediations, substance abuse, return from suspensions, and abeyance counseling).

Provides accurate and comprehensive documentation of services provided to Exceptional Education and General Education Students according to required deadlines.

Participates in school and District based meetings, including Exceptional Education, Social Work and other staff meetings.

Assists in coordinating the return of students to district schools from any alternative settings as appropriate.

Engages in on-going professional development including the most recent best practices related to ethics, values and cultural awareness for School Social Workers.

Serves as a member of the Exceptional Education multidisciplinary teams to support students' academic success and conduct counseling assessments as needed.

Consults with the campus administration to provide support for students involved with Substance Abuse and makes recommendations as needed, for in school services or referrals to outside agencies.

Performs other Social Worker duties within the scope of the Social Work practice as requested by the principal or Exceptional Education Administration.

Provide supervision of interns or MSWs.

Any other duties assigned by the Exceptional Education Social Worker Lead.

#### **MARGINAL FUNCTIONS**

Develops and conducts presentation for parents, students and staff regarding issues affecting students' educational progress.

#### **MENTAL TASKS**

Communicates. Reads. Comprehends. Performs functions from written and oral instructions and from observing and listening to others. Analyze interpersonal relationships among students, family, school and community members in order to assist in maximizing student potential.

#### **PHYSICAL TASKS**

Work involves the performance of duties where physical exertion is not normally required to perform all aspects of the job. Assistance is available as required to perform physically demanding tasks. Work involves sitting for extended periods of time, requires moving from one location to another, reaching, stooping, bending, and holding and grasping objects. Visual weakness must not prohibit the performance of assigned duties. Verbal communicative ability may be required of public contact positions.

#### **EQUIPMENT, AIDS, TOOLS, MATERIALS**

Uses office equipment such as telephone, computer, printer, calculator and copier. Operates a motor vehicle.

#### **WORKING CONDITIONS**

Indoor. Office and classroom environment. Exposure to noise. Contact with employees, students, parents and public. MAY BE ASSIGNED TO MULTIPLE SITES.

#### **CONTROL, SUPERVISION**

None

M: JOB35302  
Updated 4/2001, 04/2018, 5/2018, 12/2018  
Revised 10/02, 6/04, 3/06, 04/18, 05/18, 12/18, 04/19  
Updated, Name Change 3/11, 3/19