

DELANO UNION SCHOOL DISTRICT

SCHOOL SOCIAL WORKER

JOB SUMMARY:

Under the direction of the Superintendent or designee, the School Social Worker will provide school-based social work services at school sites to further student success in District programs and activities; collaborate with administrators and staff to address social/emotional/relational factors associated with student attendance issues and/or conduct issues; work closely with District departments, school sites and community agencies to access appropriate social services and other resources available to support students and families; plan, organize, implement, coordinate, and monitor the interventions associated with specific students; maintain collaborative relationships with social services providers, public agencies, and community organizations.

REQUIRED QUALIFICATIONS:

1. **Education and Experience:** Master's Degree in Social Work from an accredited college or university. California Pupil Personnel Services credential with specialization in School Social Work. Minimum of one year experience serving students and families in an educational or social services setting is preferred. Valid Clinical Social Worker (LCSW) license, issued by the State of California, is preferred but not required.
2. **Knowledge of:** Effective counseling techniques and procedures; counseling theory, ethics and confidentiality requirements; applicable laws, rules and regulations related to assigned activities; child growth and development; student assistance programs; community referral resources; diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of District students; correct English usage, grammar, spelling, punctuation and vocabulary; record-keeping techniques.
3. **Abilities and Skills:** Provide counseling and guidance to students; make referrals to other community resources, support groups and social service agencies as appropriate; plan, prepare and conduct individual and group counseling sessions; read, interpret, apply and explain rules, regulations, policies and procedures; set limits and personal boundaries for students; engage in the principles and methods of counseling of students with social, emotional, relational, and self-regulation needs, and appropriate methods of response and treatment; analyze situations accurately and adopt an effective course of action; work independently with little direction.
4. **Personal Qualities:** Integrity and emotional maturity; interpersonal and organizational skills; leadership ability and the capacity to take initiative and work successfully as part of a team; commitment to positive, collaborative relationships with students, staff, parents and community; willingness to obtain additional training in areas related to job function, knowledge, abilities, and skills.

ESSENTIAL FUNCTIONS OF THIS POSITION:

- A. Provide referrals, counseling, support, and guidance, and other appropriate intervention to students and families in need, based on social, emotional, relational, and self-regulation issues.
- B. Arrange and facilitate both individual counseling sessions and support group sessions to meet student needs, (possible support group topics include but are not limited to: development and identity, family transitions, traumatic experiences, restorative justice, anger management, conflict mediation, substance abuse, etc.).
- C. Identify and assist students in addressing obstacles to success, identifying strategies to help overcome those challenges. Collaborate with other staff in relation to planning immediate and/or long-term interventions with students and their families. Provide education and training to parents, guardians, and family members to support student needs.
- D. Provide both initial and ongoing evaluation of students with identified needs, including the seriousness and immediacy of those needs. Monitor and prepare reports relating to the progress of the students served.
- E. Maintain appropriate confidentiality of student information, records, and counseling sessions, communicating with parents as needed consistent with District policy.
- F. Participate as a member of District/school committees, including but not limited to the Multi-Tiered Systems of Support (MTSS) team and crisis response team.
- G. Serve as liaison with public agencies and community organizations, including but not limited to Child Guidance, Child Protective Services, etc.
- H. Participate in programs relating to foster youth, homeless youth, and targeted student populations as assigned.
- I. Perform other duties as assigned.

Incorporated within one or more of the previously mentioned essential functions of this job description are the following essential physical requirements. Place the applicable number from the chart below that best indicates what percentage of time is spent on each of the following essential physical requirements. The categories refer to the overall requirements on an annual basis:

- | | |
|---------------------------|--------------------------------|
| 1. Seldom = Less than 25% | 3. Often = 51.75 |
| 2. Occasional = 25 – 50% | 4. Very Frequent = 76% & above |

- 3 a. Ability to work at a desk, conference table or in meetings of various configurations.
- 3 b. Ability to stand and circulate for extended periods of time.

- 2 c. Ability to see for purposes of reading laws and codes, rules and policies and other printed matter and observing students.
- 3 d. Ability to hear and understand speech at normal levels.
- 3 e. Ability to communicate so others will be able to clearly understand a normal conversation.
- 2 f. Ability to bend and twist, stoop and kneel, crawl, push, pull.
- 1 g. Ability to lift 50 lbs.
- 1 h. Ability to carry 50 lbs.
- 2 i. Ability to reach in all directions.

OTHER RELATED FUNCTIONS OF THIS POSITION:

1. Participates in meetings, trainings, workshops, and District and school site collaborative forums.
2. Gives, understands, and carries out oral and written directions; works effectively in challenging situations and in changing conditions.
3. Effectively operates the student information computer software.
4. Prioritizes and schedules work; meets timelines and schedules.
5. Maintains and establishes appropriate confidentiality of materials.

Employee: _____ Date: _____

Authorized Representative: _____ Date: _____

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of their responsibilities, duties and skills required of personnel so classified.