



**HOWARD LAKE – WAVERLY – WINSTED ISD 2687**

**JOB DESCRIPTION OF POSITION:** Confidential Employee

Under the direction of the Building Principal School social workers assist students with academic learning by providing strategic services that identify and address the social-emotional-environmental issues that interfere with the educational process. Working with parents/guardians, teachers, school principal/principal’s designee, and community based resources, the school social worker implements strategies that promote students’ positive school adjustment. School social workers are members of the Department of Student Support Services. Each social worker is assigned to the school(s) based upon identified needs of the student population.

<b>Job Title:</b>	Social Worker	<b>Revised Date:</b>	11-13-17
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**Job Description: Provides service to promote students’ positive school experience.**

- Identifies and assesses academic problems through analysis of factors impinging on student adjustment including factors in the home, school, and community.
- Serves as a liaison between families and the school to positively promote collaborative processes in educational planning for students by encouraging parent/guardian participation in the school setting.
- Completes psychosocial assessments to assist in the determination of special education services.
- Determines and implements appropriate therapeutic strategies to effect changes in behavioral –social interactions of students and their families.
- Provides individual and group therapeutic counseling to students and their families.
- Provides parent/guardian educational workshops on identified issues related to child development, stress reduction, discipline and safety, and teacher/parent/student communication.
- Collaborates with school staff and other school system personnel in implementing strategies to promote student learning.
- Participate as members of the IEP, SST, and other school based teams to develop interventions for promoting students’ academic success.
- Serves on both school-based and system-wide committees to address educational issues, adjustment problems, safety issues, and program development for students.
- Provides crisis intervention services.
- Provides social work case management for students and families.
- Provides staff consultation on behavioral-emotional-environmental issues affecting student participation in the learning process.
- Conducts staff development on issues related to social-emotional-environmental factors that impact learning.
- Develops programs to address parent/guardian participation in the school and student engagement in the educational process.
- Conducts classroom meetings, psycho-educational social skills groups, and classroom presentations on identified areas of concern for the students.
- Maintains required clinical records and submits appropriate documents for statistical reports with adherence to program standards in school social work.
- Conducts home visits related to establishing communication and positive connections between the parent/guardian and school setting around identified issues.
- Completes risk assessments on referred students.
- Completes functional behavior assessments on identified students.
- Completes classroom observations.
- Serves as liaison with community agencies and assists in fostering communication between schools, parents/guardians, and community leaders.
- Locates and mobilizes community resources to support the educational program.
- Attends meetings and professional development activities as required.

<b>Job Location:</b>	Howard Lake, Waverly, Winsted MN	<b>Company Industry:</b>	Public School
<b>Job Role:</b>	Social Worker	<b>Employment Status:</b>	Full-time
<b>Employment Type:</b>	Employee	<b>Manages Others:</b>	No

<b>Band-Grade-Sub Grade:</b>	D-6-2		
<b>State Job Match Points:</b>	373		
<b>Qualifications:</b>			
* Valid Minnesota Social Worker license		* Excellent interpersonal skills	
* Excellent written and verbal skills		* Excellent computer skills	
<b>Career Level:</b>	Entry Level	<b>Years of Experience:</b>	[1-3 years]
<b>Degree:</b>	Bachelor's Degree, Master's Degree		
<b>Collective Bargaining Agreement – Teacher Union</b>			
<b>Approved By:</b>		<b>Date Approved:</b>	