

Litchfield School District - SAU 27

POSITION TITLE: SCHOOL SOCIAL WORKER	
Job Description Approved By: <i>Litchfield School Board</i>	Date: 8/3/05
General Purpose:	The School Social Worker will assist students in maximizing their potential in the learning process so the students gain and maintain social and educational success, and minimizing the effects of the risk potential caused by personal and social problems which may generate in the classroom, school or home setting.
Reports to:	Director of Special Services
Supervises:	N/A

POSITION DUTIES AND RESPONSIBILITIES:

Except as specifically noted, the following functions are considered essential to this position:

1. Provide the necessary professional skills to assist students to problem solve and arrive at conflict resolution.
2. Review all pertinent materials which refer to a student.
3. Identify student dysfunctional behavior, intervene as early as possible, and conduct assessments when appropriate.
4. Develop, with the school staff, an appropriate treatment plan, which has as its goal, success in school.
5. Concentrate on family needs as they apply to, and affect, the student's access to quality education.
6. Do home visits and parent interviews which arise out of concern that affect the student's physical, academic, and emotional well-being in such a way that school performance is negatively affected.
7. Confer and consult with social service providers and other community and mental health agencies who are already working with families.
8. Work closely with school personnel and report home visit findings and observations in a confidential and timely manner.
9. Collaborate with school/student IEP teams and in student support teams.
10. Assist school personnel in understanding a child psychologically and helping staff in relating to a student in an effective manner.
11. Provide psychotherapeutic counseling to students and their families.
12. Provide help to students who are having difficulties in school due to attendance, economic, health, emotional, and/or family problems.
13. Provide social skills training for small groups.
14. Provide crisis intervention service.
15. Accompany students or school personnel to court appearances, as appropriate.
16. Participate in the development of behavioral modifications.
17. Understand and practice in accordance with federal, state, and local laws, policies and statutes that relate to students and families, such as child protection/child abuse, special attendance, attendance, and education rights and privacy.
18. Assume responsibility for continued professional development.
19. Perform any other duties or responsibilities as assigned by the Director of Special Services.

All other responsibilities as assigned by supervision.

Evaluation: Evaluation will be completed by the Director of Special Services prior to April 1st. Evaluation will be based on professional performance and effectiveness in carrying out the responsibilities of the position as defined.

TERMS OF EMPLOYMENT:

Contracted 187; exempt

MINIMUM QUALIFICATIONS:

Education and Experience:

Master's Degree in Social Work or related field

Necessary Knowledge, Skills and Abilities:

- Knowledge of the psychosocial development of children.
- Ability to apply appropriate social work methods to assure students' positive academic and social outcomes.
- Knowledge of preventive interventions.
- Ability to collaborate with the professionals.

LICENSURE AND CERTIFICATION REQUIREMENTS:

NH Certification or licensure in Guidance or School Social Work
Experience in the school and/or social service agency setting.

PHYSICAL ACTIVITY REQUIREMENTS:

Primary Physical Requirements:

(Not, Rarely, Occasionally, or Frequently Required)

1. Lift up to 10 lbs:	Occasionally required
2. Lift 11 to 25 lbs:	Occasionally required
3. Lift 25 to 50 lbs:	Rarely required
4. Lift over 50 lbs:	Not required
5. Carry up to 10 lbs:	Occasionally required
6. Carry 11 to 25 lbs:	Rarely required
7. Carry 26 to 50 lbs:	Not required
8. Carry over 50 lbs:	Not required
9. Reach above shoulder height:	Occasionally required
10. Reach at shoulder height:	Occasionally required
11. Reach below shoulder height:	Occasionally required
12. Push/Pull:	Occasionally required

Hand Manipulation:

(Not, Rarely, Occasionally, or Frequently Required)

1. Grasping:	Occasionally required
2. Handling:	Occasionally required
3. Torquing:	Not required
4. Fingering:	Not required
5. Controls and Equipment:	Computer, telephone, copy and FAX machine, 2-way radio, postage meter, calculator

Other Physical Consideration:

(Not, Rarely, Occasionally, or Frequently Required)

1. Twisting:	Occasionally required
2. Bending:	Occasionally required
3. Crawling:	Not required
4. Squatting:	Rarely required
5. Kneeling:	Rarely required
6. Crouching:	Rarely required
7. Climbing:	Not required
8. Balancing:	Rarely required

Work Surface(s):

Standard office desk and chair. Carpeted and tile floors.

During the Work Day, Employee is Required to:

	<u>Consecutive Hours</u>									<u>Total Hours</u>												
Sit	1	2	3	4	5	6	7	8		1	2	3	4	5	6	7	8					
Stand	1	2	3	4	5	6	7	8		1	2	3	4	5	6	7	8					
Walk	1	2	3	4	5	6	7	8		1	2	3	4	5	6	7	8					

Work Performed: Inside: 90%
Outside: 10%

Cognitive and Sensory Requirement(s):

1. Talking:	
2. Hearing:	
3. Sight:	
4. Tasting and Smelling:	

Other Training, Skills and Experience Requirements:

Ability to work with staff, students, parents, and the community.

Summary of Occupational Exposures:

May be exposed to (N/A)

Other Considerations and Requirements:

This is a fairly sedentary position and employee is not required to do extensive physical exertion. Employee is occasionally required to do some lifting. Employee is typically able to sit and stand as needed.

Applicants will be subjected to a criminal background check required by state law. Employee must pass background check to enable bonding by the district's liability insurance carrier.