

TITLE: School Social Worker (System Wide)

QUALIFICATIONS:

1. Minimum of a baccalaureate degree in social work (BSW)
2. Bilingual (Spanish and English) preferred
3. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Counseling & Mental Health Service Coordinator

JOB GOAL: To assist students in overcoming barriers to the learning process. School Social Workers work with students, parents, teachers, and administrators to identify and address social/emotional, mental health, and physical needs that often interfere with the student's ability to achieve academic success. Social workers are highly trained professionals who assist in coordinating a wide range of services with the overall goal of maximizing the potential of students. Referrals may be made to the School Social Worker for mental health issues, financial difficulties, medical concerns, behavioral problems, parent-child conflict, family crises, suspected child abuse/neglect, poor academic performance, and truancy/excessive tardiness. School Social Workers serve as liaisons, or "the link," between home, school, and the community.

JOB DUTIES:

1. Assist Counseling & Mental Health Service Coordinator with program planning and delivery
2. Collaborating with school personnel and families regarding student needs
3. Making home and community visits
4. Performing social and environmental assessments
5. Assisting in the identification of at-risk students
6. Documenting student and family contacts
7. Collaborating with referrals to community agencies
8. Providing individual student support as needed
9. Assisting with crisis prevention and intervention, as needed
10. Assisting with social/emotional service delivery
11. Assisting with parent and community education regarding available services and resources
12. Collaborate with the Albertville City Schools Foundation to facilitate Ready to Learn requests for students in Albertville City Schools.
13. Communicate with Migrant Program and McKinney-Vento/Homeless personnel regarding the needs of qualified students
14. Maintain professional growth and competence through professional development as per Board Policy 5.5 Personnel – Professional Development
15. Adhere to school system rules, administrative procedures, local board policy, and state and federal rules and regulations.
16. Perform other duties as may be assigned.

KNOWLEDGE, SKILLS, & ABILITIES:

1. Ability to engage a variety of stakeholders to promote a healthy educational environment for students.
2. Possesses strong interpersonal skills and the ability to create productive and healthy relationships.
3. Organizes programs and other social services to educate the ACS community.
4. Demonstrates strong organizational skills with outstanding attention to detail.
5. Proficient in Google applications, MS PowerPoint, Word, and Excel.

ESSENTIAL DUTIES

Job descriptions are designed and intended only to summarize the essential duties, responsibilities, qualifications, and requirements for clarifying the general nature and scope of a position's role as part of the overall organization. Job descriptions do not list all tasks an employee might be expected to perform and they do not limit the right of the employer/supervisor to assign additional tasks or otherwise modify duties to be performed – even if seemingly unrelated to the basic job. Every employee has a duty to perform all assigned tasks (an employee who is assigned a duty or task believed to be unlawful should report the assignment to their direct supervisor). It should also be noted that the order of duties/responsibilities as listed in the job description is not designed or intended to rank the duties in any order of importance relative to each other.

TERMS OF EMPLOYMENT: 9-Month 10-Month 11-Month 12-Month

EXPECTED WORK DAY: 8 Hours

FLSA STATUS: Non-Exempt

SALARY: According to Albertville City School Board approved salary schedule and determined by rank and experience **as per policy 5.1.2 – Personnel – Special Requirements for the Position**

EVALUATION: Shall be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel and State Requirements

Reviewed and agreed to by: _____ Date _____
Employee

Principal/Program Coordinator _____
Initials

Human Resource _____
Initials