

## **Job Description: Social Worker**



### **Position Title:**

Social Worker

### **FLSA Status:**

Exempt

### **Salary Grade:**

### **Pay Grade:**

Teacher Salary Schedule

### **Our Mission:**

Our mission is to bring the best of public education to our community by providing innovation and choice within a continuous preschool through a post-secondary curriculum so that each child recognizes the benefits of lifelong learning, constructive citizenship, and personal happiness.

To perform this job successfully, the individual must be able to perform each essential duty satisfactorily. The requirements listed represent the knowledge, skill, and ability required. Reasonable accommodations may enable individuals with disabilities to perform the essential functions. The duties are intended to describe the nature and level of work performed by the employee assigned. This job description is not meant to be construed as an exhaustive list of all responsibilities, duties, and skills required of this position. Other duties may be assigned which are not listed. Additionally, when the duties and responsibilities of this job change, this job description will be reviewed and updated, subject to changes and business necessities.

### **Custom Job Purpose:**

This position exists to perform comprehensive school social work services as the school-home-community liaison to support student achievement and personal development.

### **Essential Functions of this Job**

The Social Worker provides casework management, consultation, and counseling services to improve student outcomes. Participates in a problem-solving team to develop, implement, monitor, and evaluate interventions for students experiencing problems with non-attendance, behavior, human relationships, developmental adjustments, and learning. Collects information from parents/families and collaborates with school staff in assessing students' educational needs. Collaborates with families and community agencies to access financial, medical, social, and mental health services. Provides individual and group counseling to students and parents. Consults with teachers and other school personnel regarding students and makes referrals as appropriate—reports to the Health Services Director.

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### **Non-Essential Functions of this Job**

Performs other duties as assigned.

### **Knowledge, Skills, and Abilities:**

Knowledge of the principles and practices of social work: developmental, physical, social/emotional needs and abilities of students, and cultural diversity. Is familiar with community resources and how to access them. Utilizes best practices of social work as defined by the National Association of Social Workers and the School Social Work Association of America. Complies with legal and ethical standards of the National Association of Social Workers. Demonstrates practical oral and written communication skills. Demonstrates effective working relationships with others; proficient in current technology and software skills; provides leadership and professional learning. Attends to detail; completes tasks promptly; organizes and sets priorities; works independently. Exercises good judgment and maintains appropriate confidentiality. Develops and implements evidence-informed programs and engages in program evaluation activities. Bilingual/biliterate preferred.

### **Education, Experience, and Certification/License Requirements**

Graduation from an accredited college or university with a master's degree or higher in social work. Applicants must be certified or be eligible for certification as a School Social Worker by the Florida Department of Education.

### **Work Context:**

Requires sitting, standing, walking, and moving about to coordinate work. Alternative communication systems include electronic mail, telephones, and computers. Requires coordination of work task priorities, setting goals, and meeting deadlines. Requires face-to-face discussions and contact with individuals and teams. Requires work with students, internal communications, and external contact with the public.

### **Physical Environment:**

Requires working indoors in environmentally controlled conditions. Requires the ability to lift, carry, move, and position objects infrequently, weighing up to 20 pounds. Involves travel to schools, worksites, and students' homes within the district.

**Local Code: 9000**

**EEO5:**

**Approval Date:**

**Date Last Revised: 04/18/2022**

The Lake Wales Charter Schools prohibit all forms of discrimination and harassment based on race, color, sex, religion, national origin, marital status, age, homelessness, disability, or other basis prohibited by law in any of its programs, services, or activities, or employment.