



Mobile County PUBLIC SCHOOLS

Job Description Title – SOCIAL WORKER

SUPERVISED BY/REPORTS TO: District Lead Social Worker

FLSA Designation: Exempt

JOB GOAL:

- To promote and enhance the overall academic mission by providing services that strengthen home, school, and community partnerships and address barriers to learning and achievement. To significantly contribute to the development of a healthy, safe, and caring environment.

QUALIFICATIONS:

- Must have a Master's Degree in Social Work (MSW or MSSW) from a School of Social Work accredited by the Council of Social Work Education.
- Must have a valid license issued by the Alabama State Board of Social Work Examiners.
- Must have a minimum of three (3) years of experience in a social work practice setting working with children, youth, and families; family and/or juvenile court system; mental health issues, crisis intervention and community agencies.
- Must have experience with individuals of diverse economic, racial, and educational backgrounds.
- Must possess a valid Alabama Driver's License and dependable transportation (mileage reimbursement).
- Must abide by the Code of Ethics established by the National Association of Social Workers (NASW) "Professional standard for Social Work Services in Schools", and the standards of practice established by the School Social Work Association of America (SSWAA) and the Code of Professional Ethics for School System Employees of the State of Alabama.

PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job:

The employee is regularly required to speak and listen. The employee is frequently required to walk, stand, sit, use hands for fine manipulation, handle or feel, and reach with hands and arms using a keyboard and video display terminal. The employee is occasionally required to stoop, kneel, or squat. The employee may

regularly lift up to 25 pounds. Specific vision abilities required by this job include close, distance and peripheral vision, depth perception, and ability to adjust focus.

PERFORMANCE RESPONSIBILITIES AND ESSENTIAL DUTIES:

1. Coordinates learning supports within the school district, providing leadership and guidance for the coordination of services for students and families.
2. Coordinates services for students/parents with the Student Support Team (other Social Workers, Attendance Officers, Case Managers, Nurses, Counselors, Behavior Intervention Specialists, Community Stakeholders) by providing case service coordination; crisis prevention/intervention; conflict resolution strategies; development and assessment of student assistance plans; agency referral and collaboration; home visits and appropriate documentation of services rendered.
3. Supports students and parents by addressing social and family factors affecting student's attendance, behavior, and academic progress. 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.
4. Supports school personnel by providing onsite consultation and collaboration with school administrators, counselors, faculty, and staff to address student/family needs and concerns. Provides parent/guardian educational workshops on identified issues related, but not limited to, stress reduction, discipline and safety, and teacher/parent/student communication.
5. Supports school/community by providing advocacy for student/family and school.
6. Collaborates with school staff and other school system personnel in implementing strategies to promote student learning.
7. Participates as a member of the IEP, PST, and other school-based teams to develop interventions for promoting students' academic success.
8. Serves on both school-based and system-wide committees to address educational issues, adjustment problems, safety issues, and program development for students.
9. Provides crisis intervention services.
10. Provides staff consultation on behavioral-emotional-environmental issues affecting student participation in the learning process.
11. Conducts staff development on issues related to social-emotional-environmental factors that impact student learning.
12. Maintains required records and submits appropriate documents.
13. Conducts home visits related to establishing communication and positive connections between the parent/guardian and school setting around identified issues.
14. Assists with risk assessments on referred students.
15. May do classroom observations.
16. Serves as liaison with community and law enforcement agencies and assists in fostering communications between schools, parents/guardians, and community leaders.
17. Advocates and facilitates change that effectively responds to the needs of students, families, and school system using appropriate statutes, case law, policies, and procedures.

18. Locates and mobilizes community resources to support academic and behavioral success.
19. Attends meetings and professional development activities as required.
20. Uses knowledge of community resources enabling the social worker to facilitate the provision of community services in the local community education agency.
21. Makes referrals to public or private agencies with appropriate follow-up.
22. Maintains current knowledge of federal, state laws and regulations and abides by said laws and regulations with emphasis on persons with disabilities, child welfare, mental health, confidentiality, and students and parents' rights.
23. Employees may be required to work flexible hours to ensure increased learning time for students; this is non-negotiable.
24. Performs other tasks and responsibilities as the Lead Social Worker, the Assistant Superintendent of Student Services may assign or the Principal may request.

EVALUATION

Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on Evaluation of Classified Employees.

TERMS OF EMPLOYMENT

10-months (202 days) 8 hours per day usually Monday through Friday. Daily work and location schedule will be determined by the Lead Social Worker in the Division of Student Services or his/her designee. Work assignments and schedules are subject to change. At Will Employee subject to the Students First Act of 2011 and other applicable state and federal laws.

SALARY

See current Salary Schedule on Human Resources Webpage.

This job description describes the general nature and level of work performed by employees assigned to this position. It is not intended to be an exhaustive list of all job goals, qualifications, and responsibilities and the employee may be required to perform other related duties as assigned. The Mobile County Board of Education Division of Human Resources reserves the right to amend the job description as needed, without notice.

THE MOBILE COUNTY PUBLIC SCHOOL SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER and does not discriminate based on age, race, color, sex, sexual orientation, religious preference, marital status, disability, national origin, or any other reason prohibited by state or federal law. Employees of the District are required to comply with the provisions of Title VII of the Civil Rights Act and Title IX of the 1972 Educational Amendments.