



SCHOOL SOCIAL WORKER – ALTERNATIVE EDUCATION

Certificated Job Description

IMMEDIATE SUPERVISOR:

Principal

ESSENTIAL FUNCTIONS:

1. Provide counseling and supports to students and families who need additional social, emotional, and behavior supports affecting student performance, attendance, and socialization in school.
2. Initiate referrals for parents and students to the appropriate community agencies when their needs are beyond the scope of the school; work cooperatively with staff and other agencies on a continuing basis regarding aspects of the student's needs which may affect their academic performance.
3. Work collaboratively with families, community-based organizations, government entities, and school administrators to provide wrap-around services and supports to students.
4. Conduct home visits to support students and families in achieving student success.
5. Support and collaborate with school personnel to promote a safe school environment responsive to the needs of children through Multi-Tiered Systems of Supports, positive behavioral interventions, evidence-based interventions, and other school climate best practices.
6. Identify and develop programs and activities to address situations adversely affecting the personal, socio-emotional, and academic development of the students.
7. Coordinate and/or facilitate parent engagement activities including but not limited to presentations, trainings, meetings, and/or focus groups.
8. Provide crisis intervention, risk and threat assessments, and family consultation services.
9. Support and/or participate in school multi-disciplinary teams including but not limited to IEP's, MTSS/PBIS, prerelease meetings, and other school climate related activities.
10. Oversee and implement required components of dropout prevention programs, positive attendance and re-engagement incentive programs.
11. Act as the school site foster and McKinney-Vento liaison.
12. Engage in effective communication with students, staff, parents, and the community and maintain confidentiality of information for the purpose of meeting privacy requirements.

13. Compile data, prepare reports, maintain records, and other written materials for the purposes of documenting activities, reporting program goals and outcomes, and/or conveying information.
14. Attend meetings, conferences, and trainings required for the program.
15. Provide field supervision for student interns.
16. Other duties as assigned.

MINIMUM QUALIFICATIONS:

A. Personal Qualifications:

1. Knowledge of and willingness to stay abreast of current trends, innovations, and practices of best practices to address the social, emotional, and behavior needs of students.
2. Establish and maintain effective collaborative relationships with staff, community partners, and local and state agencies.
3. Knowledge of fundamental principles in staff development, including oral presentations utilizing digital equipment and presentation software.
4. Knowledge of community, regional, and statewide resources.
5. Strong communication skills.
6. Must possess a private vehicle, valid California driver's license, and carry current automobile insurance with at least minimum coverage for public liability and property damage.
7. Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of employment after all other required job conditions have been met.

B. Professional Qualifications:

1. Proven ability to provide leadership in the development and implementation of quality staff development.
2. Proven ability to work collaboratively.
3. Proven ability to develop evidence-based prevention and intervention practices.
4. Ability to work effectively with diverse individuals or groups.
5. Ability to effectively structure, organize, and prioritize tasks and job duties to ensure deadlines and objectives are met.
6. Proven ability to serve at-risk students with diverse needs.
7. Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

TRAINING AND/OR CREDENTIALS:

A. Education/Training/Required Certification:

1. Must hold a Master's degree in related field from an accredited college or university.
2. Must hold a Pupil Personnel Services Credential, preferably in School Social Work.
3. Child Welfare and Attendance Credential (preferred).
4. Licensed Clinical Social Worker (preferred).

B. Experience:

1. Two (2) year of professional experience providing counseling, child welfare, social work, or closely related field.
2. Successful experience working with at-risk youth.
3. Experience and knowledge in developing and conducting professional development activities for adults.
4. Successful experience participating as a member of coalition or network.
5. Successful experience in the use of data to guide decision making and student development outcomes.
6. Experience coordinating school and community events.

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