

DELRAN TOWNSHIP SCHOOL DISTRICT

Social Worker

Reports to: Director of Pupil Personnel Services

Job Goal: Provide a problem solving service to children and their families. Serves as a member of the CST for educational planning and placement, and provides social history assessment information.

Essential Duties and Responsibilities: *Other duties may be assigned.*

- Develop, write and oversee/monitor IEPs as prescribed by law.
- Performs casework service with individual students to correct those personal, social or emotional maladjustment's related to their educational and social progress.
- Coordinate or serve as a member of CST for diagnostic and educational planning and placement related to planning for classified and/or at-risk pupils.
- Consults and collaborates with other school personnel in gathering and giving information on a case, and in establishing and planning for respective roles in the modification of the student's behavior.
- Administers CST assessments, including those encompassing a social history.
- Performs casework service with parents as an integral part of the task of helping students, to increase the parents' understanding, their constructive participation in resolving their child's problems and their knowledge and use of appropriate resources available,
- Makes home visits for the purpose of gathering helpful information on a student's background.
- Assists students directly toward adjustment to school.
- Completes required reports and paperwork in timely manner.
- Understands and complies with federal and state laws and regulations in the performance of his/her CST duties.
- All other duties as assigned by your immediate Manager and/or Superintendent.

Supervisory Responsibilities:

Monitors pupils' IEPs.

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

Master's degree from a graduate school of social work program including a supervised social work practicum.

Certificates, Licenses, Registrations:

Certified as a N. J. School Social Worker.

Language Skills:

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills:

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Other Skills and Abilities:

Ability to apply knowledge of current research and theory to instructional program; ability to plan and implement lessons based on division and school objectives and the needs and abilities of students to whom assigned. Ability to establish and maintain effective working relationships with students, peers, parents and community; ability to speak clear and concisely in written or oral communication.

Physical Demands:

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee will regularly sit, walk and stand. Specific vision abilities required by this job include close vision.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually quiet.

Evaluation:

Performance of this job will be evaluated annually in accordance with state law and the provisions on the Board's policy on evaluation of certificated personnel.

APPROVED BY THE BOARD OF EDUCATION: May 07, 2012