



Respectful, Responsible, Safe & Prepared

POSITION DESCRIPTION

School Social Worker

ORGANIZATIONAL RELATIONSHIPS

School Social Workers are responsible to help students resolve personal, emotional and social problems that interfere with their adjustment to school and their capacity to enjoy the fullest benefits of their education. School Social Workers also serve as a liaison between the school agency and outside agencies.

PERFORMANCE RESPONSIBILITIES

1. Performs casework service with individual students to improve and correct personal, social, or emotional maladjustments related to their educational and social progress
2. Performs casework service with parents and families to help students and increase parent understanding in resolving issues regarding attendance, struggles at school, and knowledge and use of resources available
3. 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, including but not limited to PBIS and RtI tier meetings
4. Assists with referrals of students to, and serves as liaison with, outside agencies such as Department of Human Services (CPS, economic support, juvenile justice, etc.), juvenile court, day treatment, inpatient and outpatient mental health centers, medical/dental/vision services and the like
5. Makes home visits for the purpose of gathering helpful information when student is not attending school, school cannot reach parents to relay information, attending to students' needs, gather and share information for necessary paperwork
6. Serves as liaison between home and school when considerable follow-up is necessary, as in families receiving services from Human Services, foster care placement, and disadvantaged or homeless students
7. Assists students directly toward adjustment to school through small group of individual groups/meetings
8. Keeps sufficient records of cases for use by school staff members and outside agencies when appropriate
9. Manage student 504 plans at their assigned school
10. Assists other school staff in development and implementation of parent and student training programs when appropriate
11. Participates as a member of IEP Teams when assigned. This may include evaluating educational needs, participating in the functional behavior assessment (FBA) process and behavior intervention plan (BIP), helping parents understand the needs of their children, and

gaining their support for needed programming, and assisting in carrying out team recommendations

12. Provide leadership in crisis intervention and assessment and screening for students
13. Connect families with community support, including but not limited to free/reduced meals, interagency outreach and activities, community support opportunities (i.e., shop with a cop, holiday drive, project backpack)
14. Build and establish school/community programs for families with local agencies (i.e., UW Extension, Waupaca County Department of Human Services)
15. Provide self advocacy and wellness instruction for students in alternative education programs
16. Identify, confirm, support, and follow up with students and families that identify as homeless under the McKinney Vento Act
17. Advocate for acceptance of all students including LGBTQ+, disabled, homeless, foster care, at-risk, etc.
18. Advocate for program resources and policy development as well as advocate for systems change
19. Attends staff meetings and serves on staff and community committees as appropriate
20. Performs other tasks and assumes other responsibilities within the overall scope of the position which the supervisor may assign

QUALIFICATIONS

- Master's Degree in Social Work.
- Current school social worker license (7050) validated by the Wisconsin Department of Public Instruction.

PHYSICAL DEMANDS

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

1. Persons performing service in this position classification will exert 10 to 20 pounds of force frequently to lift, carry, push, pull or otherwise move objects. This type of work involves sitting most of the time, but may involve walking or standing for brief periods.
2. Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handling and working with various materials and objects are important aspects of this job.
3. The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122.01 throughout his/her employment in the District.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

TERMS OF EMPLOYMENT

1. This position is considered full time.

2. School Social Workers report to Building Principal and Director of Student Services
3. Compensation will be based on the district's teacher salary matrix.

CREATED: 04.21.2022

REVISED:

The School District of Waupaca does not discriminate on the basis of race, color, national origin, ancestry, marital status, pregnancy, parental status, arrest or conviction record, membership in the military reserve, religion, political beliefs or affiliations, citizenship, use or non-use of lawful products off school premises during non-working hours or any other factor prohibited by law. Discrimination on the basis of age, sex (including sexual orientation) or disability is prohibited except where specific age, sex or other requirements constitute a bona fide occupational qualification necessary to the proper and efficient operation and administration of the school district. The Superintendent of Schools is the compliance officer. Please call 715.258.4500 with questions or concerns.