

**Social Worker / Counselor**  
**Classified Position – 7882**

<b>Salary</b> Per Salary Schedule	<b>Days</b> 210	<b>Reports to:</b> principal
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**SCOPE OF RESPONSIBILITIES**

- Help students in overcoming problems that impede learning and to assist them in making educational, occupational, and life plans
- Provides individual, group, and family counseling services
- Provide school-related social service needs of the students enrolled in assigned program

**PERFORMANCE RESPONSIBILITIES / ESSENTIAL FUNCTIONS**

1. Assists students in developing their abilities to become self-sufficient individuals and to become responsible members of family, workgroup, or community.
2. Establish and lead group counseling and instructional sessions; provide instructional, group, and family counseling during school day and summer programs; coordinate the guidance class with the appropriate personnel and schedule social service counseling as needed.
3. Assess assistance needs, make referrals to community resources and maintain accurate documentation of records.
4. Participate in public relations activities within the community and other social agencies.
5. Establish and maintain good cross-component relationships and develop supportive relationships with students and their families.
6. Works with students on an individual basis for the solution of personal problems related to school, home, and family relations.
7. Organizes and directs programs that provide assistance to students with special needs, student assistance programs, and drug education.
8. Promotes and guides students to participate in school and community activities.
9. Conferences and confers with parents and teachers when necessary.
10. Collaborate with Department of Juvenile Justice on student needs.
11. Assist in the development of behavioral plans, programs, assessments, and analysis of data that will promote positive classroom experiences for all students.
12. Serve as a member of support teams in providing assistance in implementing behavioral services, inclusive of data collection, conducting behavioral plans and making recommendations for changes during the school year.
13. Monitor behavioral referrals in reference to student achievement.
14. Disseminate behavioral data throughout the school year for review.
15. Report data to school administration on school wide behavioral objectives, plans, and results.
16. Provide direct services to teachers through observations and coaching sessions for the development of adaptive skills and replacement of undesirable student behaviors.
17. Assist teachers in identifying behavior trends that negatively impact classroom instruction.
18. Utilize Positive Behavior Interventions and Supports (PBIS) as outlined at the school/district.
19. Maintain regular and predictable attendance.
20. Adhere to the professional code of ethics.
21. Successfully utilize technology as appropriate in job function.
22. Perform other duties as assigned.

**MINIMUM QUALIFICATIONS**

1. 4-year degree in social work or related field and two years successful experience.
2. Experience and such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

**EVALUATION**

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