

Killeen Independent School District Job Description

Job Title: School Social Worker
Reports To: Coordinator for Special Education Campus Operations
FLSA Status: Exempt

Summary

Assists with mental health concerns, behavioral concerns, positive behavioral support, academic and classroom support, consultation with teachers, parents and administrators as well as provide individual and group counseling/therapy (*sswaa 2015*).

Essential Duties and Responsibilities

Provides assessment, and evaluation for developing appropriate intervention strategies to increase academic success.

Participates in special education assessment review and dismissal (ARD) meetings as well as Individual Educational Planning (IEP) meetings as needed.

Works with problems in a child's living situation that affect the child's adjustment in school (home, school, and community).

Provides counseling (group, individual and/or family).

Coordinates family, school, and community resources to enable the child to learn as effectively as possible in his or her educational program.

Assists in developing positive behavioral intervention strategies.

Provides staff with essential information to better understand factors (cultural, societal, economic, familial, health, etc.) affecting a student's performance and behavior.

Provides home visits for the sole purpose of gathering helpful information on a student's background and/or providing parents with educational intervention, and referrals, when appropriate.

Identifies and reports child abuse and neglect.

Assists with conflict resolution and anger management.

Helps the child develop appropriate social interaction skills.

Assists the child in understanding and accepting self and others.

Provides crisis intervention as needed.

Maintains current knowledge of local social services resources available to students and their families.

Maintains current knowledge and skills related to social work ethics, values, and laws governing social work practices.

Provides other services as assigned as related to School Social Workers Association and National code of ethics (*sswaa 2015*).

Collects data for IEPs, session notes, and quarterly progress reports.

Prepares and maintains a computerized database of referrals and evaluations for each school assigned.

Compiles, maintains, and files all reports, records, and other required documents to include but not limited to inputting evaluations, daily session notes, progress reports, and maintaining documentation for Medicaid billing, as necessary, into the KISD informational management system.

Prepares and maintains a database of referrals and evaluations for each school assigned.

Performs other duties as assigned.

QUALIFICATIONS

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.

EDUCATION and/or EXPERIENCE

Licensed Master's Social Work degree required and three years' experience working with school age students preferred.

CERTIFICATES, LICENSES AND REGISTRATIONS

Licensed Master Social Worker or Licensed Clinical Social Worker by the Texas State Board of Social Worker Examiners.

LANGUAGE SKILLS

Ability to read, analyze, and interpret general educational periodicals, professional journals, or governmental laws and regulations. Ability to write reports, educational correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of students, parents, faculty, and the general public.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to walk and reach with hands and arms. The employee is occasionally required to stand; sit; use hands to finger, handle, or feel; and stoop, kneel, crouch, or crawl. The employee will occasionally lift or carry (45 pounds or more) and positioning of students with physical disabilities, controlling behavior through physical restraint, assisting non-ambulatory students, and lifting and moving adaptive equipment; may work prolonged or irregular hours. Specific vision abilities required by this job include close vision, distance vision, and ability to adjust focus.

WORK ENVIRONMENT

While performing the duties of this job, the work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Frequent district-wide travel to multiple campuses as assigned. The noise level in the work environment is usually quiet/moderate.

Revised Date: October 30, 2018

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.