

SCHOOL DISTRICT OF LA CROSSE

School Social Worker Job Description

POSITION TITLE: School Social Worker

ACCOUNTABILITY OBJECTIVES:

School Social Workers actively address barriers within the child, home, school and community that interfere with student achievement. School social workers support on time graduation and improve the overall attendance rate of our student population by addressing barriers to school attendance including mental health issues, AODA issues, poverty barriers, McKinney Vento/homeless status and bullying through school social work initiatives.

POSITION CHARACTERISTICS:

Recruited by: Director of Student Services/Director of Human Resources
Salary: Set annually by the Board of Education/Superintendent
Length of Contract: Non-union, 260 day contract

POSITION RELATIONSHIPS:

Reports to: Director of Student Services
Coordinates with: All district employees, parents/guardians, students, community members, La Crosse County Human Services personnel

POSITION QUALIFICATIONS:

- A. Required experience and training:
State of Wisconsin licensed school social worker (7050) is required, or must be willing to attain within one year of hire.
Successful professional experience mobilizing, coordinating, and/or delivering supports and services to youth and families with complex needs.
- B. Preferred experience and training:
- a. Working knowledge of the public school system (compulsory school attendance, special education, pupil services, truancy, etc.).
 - b. Working knowledge of local systems of support;
 - i. Child Protection Services (CPS)
 - ii. Comprehensive Community Services (CCS)
 - iii. La Crosse Area Family Collaborative (LAFC)
 - iv. Juvenile Justice, Coulee Region System of Care, and other county services
 - c. Knowledge of the McKinney-Vento Homeless Assistance Act and Every Student Succeeds Act (ESSA).
 - d. Successful professional experience helping youth or families access local resources to address a broad range of needs including housing/shelter, food security, transportation, medical needs, mental health needs, childcare, parenting support, etc.
 - e. Successful professional experience working collaboratively across systems on behalf of students and families to address dynamic needs within a school, neighborhood, or community.
- C. Special requirements for the position:

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- a. Excellent verbal and written communication skills.
- b. Excellent organizational skills including the ability to coordinate and manage multiple case plans and work responsibilities across two agencies (district and county).
- D. Excellent planning skills including project implementation planning and execution.
- E. Ability to keep accurate records and meeting minutes and prepare meeting agendas and various reports.
- F. Ability to facilitate meetings and deliver presentations to stakeholders.
- G. Highly self-directed with a work history of eliciting high levels of discretionary effort.
- H. Professional, non-judgmental disposition with a work history of creating positive relationships and culture within an organization.
- I. Valid driver's license and access to an automobile.
- J. Ability to work on a flexible schedule at times.

POSITION RESPONSIBILITIES (SCHOOL DISTRICT):

1. Create a favorable professional impact on students, parents, community, and other employees.
2. Work with and provide intervention to students individually or in small groups, to assist them with a wide range of barriers to learning such as family conflicts, peer conflicts, alcohol and other drug abuse, community conflicts, self-harm tendencies, anger management, issues related to school.
3. Provide timely and easily accessible services to students and their families experiencing poverty or experiencing urgent/crisis situations.
4. Responsible for coordination of attendance interventions within the building which may include home visits and management of attendance.
5. Assist students and their families to access appropriate community agencies and service providers to address personal/social and mental health needs.
6. Provide collaboration among student/family/school/community to facilitate meeting needs of students and their families.
7. Serve as a member of the building and student consultation teams.
8. In collaboration with families, staff, and community partners, support students with lagging social, emotional, or behavioral skills.
9. Participate on IEP teams as needed for students with special education needs.
10. Participate actively in suggesting and implementing programs which may meet the needs of multiple students and impact positively upon the school climate
11. Provide staff development and staff consultation designed to support the learning of students.
12. Actively support student learning by decreasing barriers to education.
13. Advocate, when necessary, on behalf of a child and/or the family.
14. Educate staff, provide referral assistance, and coordinate timely reports to Child Protective Services as needed.
15. Exploration of mental health services and gaps within the community.
16. Other duties as assigned.

POSITION RESPONSIBILITIES (LA CROSSE COUNTY HUMAN SERVICES):

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

1. Maintain working knowledge and competence of human service programs, Wisconsin and federal statutes, policies, manuals, guidelines, and statutes. Attend and participate in continuing training, staffing, and agency meetings.

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2. Promote inter-agency cooperation between La Crosse County Human Services and area schools, hospitals, and other community agencies.
3. Assess client needs, determine eligibility, apply for, and utilize appropriate funding sources.
4. Conduct comprehensive assessments of strengths and needs through interviews, home visits and collateral investigations, to determine the range of services needed by individuals and their families.
5. Develop service plans, find and develop resources, access other agencies and make appropriate referrals, coordinate paid and non-paid support, and provide advocacy.
6. Explain the scope of the agency's services and discusses the client's rights and responsibilities in relation to the use of such services.
7. Fully complete required documentation, reports, case record, and other correspondence in a timely fashion and in accordance with program requirements.
8. Provide service facilitation for youth and families receiving services through the Comprehensive Community Services. Duties include coordinate and monitor ongoing delivery of services to youth and families based on identified plan of care; assessment services; service planning; service delivery, and supportive activities in an appropriate and timely manner.
9. Identify and bring together teams of people to collaboratively work with youth and families.

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