



JOB DESCRIPTION

Position Title: School Social Worker

Department/Location: Division of Pupil & Family Supports/Individual Buildings

Job Classification: Professional Staff

Reports to: Building Principal, Associate Principal

Supervises: N.A.

Position Summary: The School Social Worker is a trained mental health professional who provides an ecological approach to promote student success and is the link between home, school, and community

Qualifications:

- Masters of Social Work and institutional endorsement
- Wisconsin Department of Public Instruction school social work license
- Experience providing educational wraparound to empower students and families to reach their goals
- Commitment to the NASW Code of Ethics and addressing the environmental variables that contribute to barriers to learning
- Ability to foster positive, culturally responsive responsive, trauma-sensitive, and inclusive school climate for all members of the school community
- Excellent oral and written communication skills

Essential Job Functions:

- Assists children and families, directly and indirectly, by examining factors in the home, school, and/or community that impact a student's educational success and wellbeing and works toward reducing barriers to learning
- Develops and monitors attendance processes and interventions through a collaborative approach with school staff, students, and families
- Ensures timely professional development for child welfare and collaboration between the school district and community agencies
- Provides assessment and support through the special education process for individualized education and 504 accommodation plans
- Gathers, analyzes and interprets data to assess student, family, and program needs to inform and monitor interventions and supports
- Maintains effective relationships with students, families, and colleagues and provides timely feedback to promote student learning and well-being
- Works collaboratively with pupil services teams and school staff to plan, implement, and assess student learning
- Develops and implements professional learning, programs, and services intended to build a healthy school climate including classroom and schoolwide supports

- Provides small group intervention for students to promote social/emotional development
- Understands developmental levels of students and applies to practice
- Utilizes professional knowledge in an innovative manner to provide a variety of services for students most vulnerable in the school community
- Connects students and families to relevant outside community organizations and resources
- Responds to crisis situations when appropriate
- Serves as role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings
- Complies with the following requirement: The employee shall remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment in the District
- Performs other duties as may be assigned

Essential Physical/Mental Requirements:

- Ability to sit or stand for prolonged periods, up to six hours in an eight-hour day
- Ability to perform light physical work, frequently lifting up to ten pounds without assistance in an indoor setting
- Ability to communicate effectively on the telephone and in person to provide information and assistance
- Ability to move throughout the building and from school to school
- Dexterity and hand/eye coordination necessary to operate computer keyboard and other office equipment such as fax machine, copier, etc.
- Hearing ability adequate to participate in numerous conversations throughout the day, both in person and over the telephone
- Ability to complete job activities in an environment where background noise and frequent interruptions are the norm
- Ability to maintain concentration and focus on tasks requiring timeliness and accuracy

Acknowledgment

By signing this job description, I acknowledge that I have read and understand the duties, qualifications and requirements of the position. My signature further attests that I am able to perform the essential functions of this position with or without a reasonable accommodation. I understand that this job description does not represent a contract of employment and that the Wauwatosa School District reserves the right to change duties, responsibilities or activities with or without notice.

Employee Signature

Date Signed