

**EASTERN CAMDEN COUNTY REGIONAL SCHOOL DISTRICT
JOB DESCRIPTION**

SCHOOL SOCIAL WORKER

- QUALIFICATIONS:**
1. New Jersey certification as a School Social Worker
 2. Such alternative qualifications as the Board of Education may find appropriate and acceptable.

REPORTS TO: The School Social Worker reports to the Director of Special Services.

JOB GOAL: The School Social Worker conducts assessments of the developmental, emotional, family, school, cultural and community factors that facilitate or interfere with a student's adjustment in the home and school.

The School Social Worker provides individual and group counseling to special needs students as per their Individualized Education Programs (IEPs).

The School Social Worker works cooperatively with school district personnel including principals, district supervisors, teachers and Child Study Team members.

PERFORMANCE RESPONSIBILITIES:

1. Serves as an active member of the basic Child Study Team, complying with State and Federal statutes, conducting social assessments of students, writing reports and Individualized Education Programs (IEPs).
2. Reports social assessment findings at regularly scheduled IEP meetings, providing information about a student's developmental, emotional, family, school, cultural and community factors that influence a student's adjustment in the home and school.
3. Actively participates in the deliberations of the Child Study Team, jointly classifies educationally disabled students and assists in the planning of Individualized Education Programs (IEPs) for them.
4. Consults with appropriate school personnel directly responsible for the implementation of the Individualized Education Programs (IEPs) for disabled students.

5. Assists in coordinating, monitoring and evaluating the effectiveness of the Individualized Education Programs (IEPs).
6. Serves as Case Manager of assigned students.
7. Maintains confidential records of students in accordance with State and Federal laws and Board of Education policies, including records of all counseling services provided.
8. Provides individual and group counseling relative to a student's personal adjustment and emotional health.
9. Works with general education and special education teachers in the solution of management problems of students with learning or emotional disabilities.
10. Maintains an up-to-date knowledge of community agencies and resources.
11. Assists in the response to crisis situations in tandem with colleagues and community personnel.
12. Assists with in-services training of school personnel.
13. Attends workshops/seminars/professional meetings to remain informed of new developments and literature in school social work, assuming responsibility for professional growth and maintenance of licensure and/or certification.
14. Provides thorough and timely reports, data, information, etc., as requested by the Director of Special Services.
15. Carries out duties consistent with periodic changes in State and Federal regulations pertaining to students with educational disabilities.
16. Performs other duties and responsibilities incidental to the position or as assigned by the Director of Special Services and/or building Principal.

TERMS OF EMPLOYMENT: Ten (10) month position contract consistent with the agreement negotiated between the Eastern Camden County Regional School District Board of Education and the Eastern Education Association.

ANNUAL SALARY: To be established by the Board of Education.

EVALUATION: Performance to be evaluated in accordance with State law, the provisions of the Eastern Camden

County Regional School District Board of
Education policies on the evaluation of professional
staff and the agreement between the Eastern
Camden County Regional School District Board of
Education and the Eastern Education Association.

APPROVED:

December 21, 2016