



Office of Talent

TITLE: School Social Worker PK-12

DEPARTMENT: Office of Schools and Learning

REPORTS TO: Principals

RECEIVES GUIDANCE FROM: Director of Schools and Learning and Senior Leadership Team

BASIC FUNCTION (BF1): This position will design, implement, and manage a comprehensive school support program for social emotional needs aligned with the developed tiered district frameworks that address the career, academic, and social emotional development of all students.

SKILLS AND JOB FUNCTIONS (For all Charles City Community Schools Positions SJF1-13)

Demonstrated Experience or Willing to Acquire Skills:

1. Exhibits essential dispositions and ownership of the district mission of "Regardless of who you are or what your story is, you can learn and be loved here."
2. Exhibits essential dispositions and ownership of the district vision of "Creating compassionate competent problem solvers."
3. Exhibits essential dispositions and ownership of the district core values
 - a. Demonstrated success of always doing what is best for all kids
 - b. Believes in the concept of family
 - c. Demonstrated success as a committed leader
 - d. Believes in the concept of passion
 - e. Demonstrated success in being invitational
4. Exhibits essential dispositions of being a collaborative leader and colleague
 - a. Empathic
 - b. Motivated
 - c. Humble
5. Exhibits effective communications skills
6. Effective outcomes in providing students behavioral and socio-emotional support
7. Exhibits patience, tolerance, persistence, and flexibility for effective outcomes for students
8. Exhibits organization, growth mindset, grit, and enthusiasm for effective outcomes for students
9. Prompt and regular attendance
10. Animated hospitality approach to students, parents, colleagues, and stakeholders
11. Demonstrate confidentiality as needed and required
12. Success in the area of cultural competency, social justice, equity, and working with students from diverse backgrounds or willingness to acquire these skills.
13. Comply with Charles City Community Schools Board Policy/Regulations and Handbook Policy

HIRING SPECIFICATIONS (HS1-20):

Demonstrated Experience or Willingness to Acquire Skills

1. Differentiate services for all students regardless of circumstance
2. Monitor student outcomes on a daily basis. Use multiple data points to guide and individualize instruction
3. Participate in professional development as approved by the Districts
4. Develop and manage a social-emotional school support program
5. Provide individual student planning
6. Provide responsive services through the Trauma Informed Instruction framework

7. Allocate majority of time to delivering a comprehensive school support program directly to students through curriculum, individual student planning and responsive services, and indirectly through student-centered collaborations, consultations, and referrals
8. Provide system support to behavior programming through appropriate proactive/reactive social skills support
9. Provide referrals, when appropriate, to additional supports and interventions for effective student outcomes
10. Provide accountability for program and personal/professional goals and growth of students
11. Provide at-risk services
12. Provide services through the district behavior and social emotional tiered framework
13. Participate in building/district collaboration to plan for instruction/services around student needs
14. Maintain case history records and prepare reports
15. Interview students individually, in families, or in groups, assessing their situations, capabilities, and problems to determine what services are required to meet their needs
16. Serve as liaisons between students, homes, schools, family services, child guidance clinics, courts, protective services, doctors, and other contacts to help children who face challenges, such as disabilities, abuse, or poverty
17. Develop and review service plans in consultation with students and families; perform follow-ups assessing the quantity and quality of services provided
18. Address legal issues, such as child abuse and discipline, assisting with hearings and providing testimony to inform legal proceedings
19. Represent Charles City Community Schools effectively in the community, state and nation
20. Demonstrate consistent progress on meeting the eight Iowa Teaching Standards

ABILITIES (A1):

This position will require physical demands that include constant standing, walking, reaching, pushing/pulling, lifting under 70 pounds, and carrying items at least 35 feet. There will be frequent climbing of stairs and manual dexterity tasks. There will be occasional sitting and vehicle driving. The working conditions will be constantly inside/outside with extremes of temperature and humidity.

KNOWLEDGE AND EDUCATION (KE1-3 and KED1-2):

Required:

1. Masters Degree in Social Work
2. MISW
3. Valid Iowa Social Work License through the IDPH

Desired:

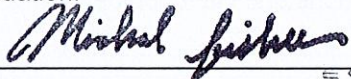
1. Advanced coursework/certifications in the area of social work
2. Experienced in assigned grade and social level settings

POSITION INVENTORY: Certified

FLSA STATUS: Exempt

FT/PT: FT

All of the above duties and responsibilities are essential job skills and functions subject to reasonable accommodation. All job requirements listed indicate the minimum level of knowledge, skills and/or ability to perform the job proficiently. This job description is not to be construed as an exhaustive statement of duties, responsibilities or requirements. Individuals may be required to perform any other job-related instructions as requested by their supervisor, subject to reasonable accommodation.



* Talent Office Authorization

*This job description is not approved without the signature of the Talent Office Administrator

Date Last Reviewed: 02-26-19

Candidate Signature _____ Date _____

All candidates hired after 1-1-19 shall sign this job description acknowledging the information herein

Charles City Community School District

December 2021 Social Worker