

PLEASE POST

**SCHOOL SOCIAL WORKER/
COMMUNITY SCHOOL ENGAGEMENT SPECIALIST**

Date Posted: February 3, 2023
Closing Date: February 17, 2023 or Until Filled
Anticipated Start Date: As Soon As Possible
Department: Special Education

Summary: Provides social work services for students and parents. Serves as part of a multidisciplinary team to seek out, screen and assess, coordinate, connect and navigate all students and families to supports and resources. Develops partnerships both within the school and community and ensures that students and families receive access to human services, health care, social service, and mental health supports in order to meet needs and support student achievement.

Essential Duties and Responsibilities: *An employee in this position may be called upon to do any or all of the following. (Does not include all tasks an employee may be expected to perform; other duties may be assigned.)*

1. Serve as initial point of contact for students and families in order to access services
2. Identify problems and situations interfering with ability of children to make optimal use of the educational experience
3. Advocate for appropriate access to human services, behavioral health services and medical health services and social supports
4. Serve as liaison between school, home and community service providers
5. Screen, assess, refer, connect and support students and families in navigating systems and services
6. Screen students for social emotional health using identified screening tools
7. Navigate students and families through system processes and protocol (i.e. education, mental health, social services, human services, healthcare)
8. Develop partnerships with, and coordinate, community resources and supports, within and outside the school system for use by students, families and school personnel
9. Promote and foster communication between all parties, to include: building/district staff, students, families, human services, behavioral health, medical health, social services and other community partners
10. Develop and implement student and family engagement strategies in order to build relationships, promote positive school culture/climate, raise awareness of Whole Child needs, connect families to supports and educate on available resources and supports available within the school and community
11. Assist in implementation of building Student Study Teams to assess needs of identified students, determine strategies to meet need, monitor progress and evaluate outcomes
12. Support implementation of MTSS tiered interventions along with positive behaviors supports and

- integration of additional support services
13. Serve as a member of diagnostic team and educational planning and placement committees and provide biological, psychological and sociological assessment information related to referred students
 14. Provide comprehensive diagnostic evaluations of students suspected of being emotionally impaired and/or having autism spectrum disorder and collaborate with educational planning and placement committee in the determination of eligibility
 15. Coordinate and support provision of professional learning for district/building staff around non academic indicators (i.e. trauma informed classrooms, Youth Mental Health First Aid)
 16. Meet on a regular basis with school principal and other building/district leadership to review needed supports/services and address issues impacting student achievement
 17. Consult with building/district staff on classroom and/or building strategies to meet student need
 18. Participate in School Improvement planning process (especially related to Whole Child/organizational goals and strategies), as requested
 19. Coordinate implementation, analysis, and use of needs assessment efforts to drive decision making around needed services and supports
 20. Assist building/district staff in collection, reporting and use of pertinent data
 21. Document student progress, write regular progress reports and complete all required paperwork in a timely manner
 22. Attend required meetings
 23. May serve on teams or committees.
 24. May make home visits for the purpose of gathering helpful information on student or family, if appropriate for assignment.
 25. Regular and predictable in-person attendance is required for this position.
 26. Other duties as assigned

Qualification Requirements: *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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Education and/or Experience: Master's degree in social work required. Candidates with experience in a school setting will be preferred.

Certificates, Licenses, Registration: Temporary or full approval as a school social worker in the State of Michigan. Current Michigan license as master's level social worker. Valid Michigan driver's license and good driving record (6 points or fewer).

Language Skills: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills: Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Reasoning Ability: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Other Skills and Abilities:

- Ability to work with school, human service, behavioral health, and medical health personnel

- Ability to understand and work effectively within the dynamics of various agencies, schools, and others
- Knowledge of child development, behavioral health, and medical health assessment
- Extensive knowledge of community resources
- Able to work with a diverse group of people. Possess and demonstrate an understanding of various cultural and socioeconomic characteristics
- Strong relationship, collaborative, problem-solving, and organization skills
- Positive and can-do attitude that can tolerate a high frustration level
- Excellent communication skills (verbal, non-verbal, and written)
- Knowledge of basic computing platforms (Word, PowerPoint, Excel, Internet, and Google)
- Ability to be responsible for the safety and well-being of students

Physical Demands: *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to sit, talk and hear. Employee regularly performs duties using a personal computer, and a variety of files, forms, and documents and must be able to use hands, fingers, and arms in a manner that allows the individual to type, use a computer mouse, hold individual sheets of paper and sort materials. Employee must transport self in a motor vehicle to other work sites. Specific vision abilities required by this job include close vision, distance vision and the ability to adjust focus. The employee may occasionally be required to lift, push or pull up to 25 pounds, such as moving student equipment and wheelchairs.

Work Environment: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The noise level in the work environment is usually quiet to moderate. Most work is performed in a school or office environment, but the employee will also perform work in private homes.

Pre-employment Screening: Applicants who receive a conditional offer of employment for a position with JCISD will be required to successfully complete a background check, a pre-employment physical to determine ability to perform the desired position (with or without reasonable accommodations) and a drug test.

Employment Date, Salary, and Fringe Benefits: Anticipated employment date is as soon as possible. Placement on the Special Education Certified Salary Schedule will depend on qualifications and experience. New employee starting salary range is \$53,196 - \$77,437. Paid health, dental, vision, life and long-term disability insurances, sick and personal business days.

Contact: Interested parties should go to our website, www.jcisd.org to complete an online application.

APPLICATIONS ACCEPTED UNTIL FEBRUARY 17, 2023 OR UNTIL FILLED

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

The Board of Education does not discriminate on the basis of race, color, national origin, sex, (including

sexual orientation or gender identity), disability, age (except as authorized by law), religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, “Protected Classes”), in its programs and activities, including employment opportunities.

The Superintendent shall appoint and publicize the name of the compliance officer(s) who is/are responsible for coordinating the District’s efforts to comply with applicable Federal and State laws and regulations, including the District’s duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or denial of equal access. The Compliance Officer(s) shall also verify that proper notice on nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination in Employment Act is provided to staff members and the general public.

The Jackson County Intermediate School District is an educational service agency that works in partnership with local public and charter schools, and the local community. We are committed to the success of all students by providing educational leadership, services, programs, and resources.

Our work and organizational goals are driven by Five Guiding Principles:

Instruction ~ Quality, Creativity and Relevance

Leadership ~ Envisioning, Engaging and Executing

Service ~ Listening, Caring and then Serving

Community ~ Collaboration and Partnerships

Equity ~ Inclusive, Responsive and Sincere Belonging

Consistent with our purposes and guiding principles, the JCISD is actively pursuing diversity, equity and inclusion in our employment practices. We encourage applicants who may not have a specific listed qualification, but who believe they have the needed knowledge, skills and abilities to perform the essential functions of a position, to apply and to highlight how their education, experience and/or other abilities make them qualified to perform the essential functions of a position, to apply and to highlight how their education, experience and/or other abilities make them qualified to perform the essential functions of the posted position.