

# FALLBROOK UNION ELEMENTARY SCHOOL DISTRICT

## BOARD POLICY

### CERTIFICATED PERSONNEL

JD 4100.1

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### DISTRICT SOCIAL WORKER

**PRIMARY FUNCTIONS:** Under the direction of the Executive Director of Pupil Personnel Services, the District Social Worker is responsible for performing a variety of functions related to the implementation and coordination of the district's social-emotional learning, counseling, physical, and mental health programs.

### DIRECTLY RESPONSIBLE TO:

Executive Director of Pupil Personnel Services

### MAJOR DUTIES AND RESPONSIBILITIES:

1. Work directly with families, school staff members, and representatives of community agencies in foster youth, child abuse, and neglect cases.
2. Supervise school social work/school counseling interns providing services to students and families.
3. Establish monitoring and evaluation processes for students enrolled in social services and programs.
4. Provide training services to staff on positive behavioral supports and relationship building for students and families.
5. Coordinate and facilitate all Safe and Drug Free, Violence Prevention, and Tobacco Use Prevention Education programs at school sites.
6. Coordinate/or provide direct social work services, including individual, group, and family counseling for students in assigned programs.
7. Conduct risk assessments and facilitate linkage of students to appropriate support services.
8. Collaborate with school and district staff to provide comprehensive coordinated services to students at risk for truancy or struggling with school engagement (attendance/school connectedness).
9. Participate in and contribute to school and district Positive Behavior Interventions and Supports (PBIS), Multi-Tiered System of Supports (MTSS) process, district Wellness Committee, and Student Study Teams (SST) meetings, when needed.

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10. Serve as liaison between the school, the home, and the community in building and maintaining positive relationships.
11. Partner with the district's Bilingual School Community Service Support Assistants (BSCSSA) and district staff to provide family education addressing situations adversely affecting the personal, social-emotional, and academic development of students.
12. Coordinate social services resources within and outside the school system for use by students, families, and school personnel.
13. Develop, submit, and implement an annual social services plan based on identified needs.
14. Participates, as appropriate, in the development of training programs for staff and families related to the mental health needs of students.
15. Utilize district data management system for documentation of referral, delivery, and evaluation of social work services.
16. Perform other related duties as assigned.

#### QUALIFICATIONS GUIDE

##### KNOWLEDGE OF:

School social work practice model, student support programs, evidenced-based interventions, and community and school-based prevention services.

##### ABILITY TO:

1. Collaborate with school personnel, school counselors, BSCSSA, program providers and community organizations.
2. Analyze issues and concerns and propose solutions.
3. Communicate effectively in oral and written form.
4. Understand and carry out oral and written directions with minimal accountability controls.
5. Establish and maintain effective organization, community, and public relationships.

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6. Possess exemplary presentation skills.
7. Bilingual (English/Spanish) preferred, but not required.

#### WORKING CONDITIONS:

The usual and customary methods of performing the job's functions requires the following physical demands: hearing and speaking to exchange information and make presentations; dexterity of hands and fingers to operate a computer keyboard; have a means of transportation to conduct work; seeing to conduct inspections of data; and occasional lifting of boxes and equipment and bending or reaching for files and equipment. Weight of materials will vary, but generally less than fifty (50) pounds. Generally, the job requires 40% sitting, 30% walking and 30% standing. May be required to correctly transfer or restrain a child physically if needed. Will work with students who have significant academic and social/emotional needs. The job is performed under minimal temperature variations, a generally hazard free environment and in a clean atmosphere.

#### MINIMUM QUALIFICATIONS:

1. Master's Degree in counseling, marriage and family therapy, psychology, social work, or related field.
2. Pupil Personnel Services Credential with Social Worker or School Counseling Authorization.
3. Licensed Clinical Social Worker preferred, but not required.
4. Two or more years of experience in school social work or school counseling, marital family therapy, and classroom teaching.

Job Description Adopted: June 21, 2021