

BOARD POLICY

CERTIFICATED PERSONNEL

JD 4100.1

BILINGUAL DISTRICT SOCIAL WORKER

PRIMARY FUNCTIONS: Under the direction of the Senior Director of Educational Services and the site Principal, the District Bilingual 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 that address student's emotional and physical well-being.

DIRECTLY RESPONSIBLE TO:

Senior Director of Educational Services/ Site Principal

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, communicating in English and Spanish.
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, communicating in both English and Spanish.
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

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FALLBROOK UNION ELEMENTARY SCHOOL DISTRICT

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Committee, Student Study Teams (SST) meetings, and Individualized Education Plan (IEP) meetings, when needed.

10. Serve as liaison between the school, the home, and the community in building and maintaining positive relationships, communicating in both English and Spanish.
11. Partner with 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, presenting in both English and Spanish.
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:

1. School social work practice model, student support programs, evidenced-based interventions, and community and school-based prevention services.
2. Correct English and Spanish usage, punctuation, spelling, and grammar; written and oral.

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 in English and Spanish.

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4. Understand and carry out oral and written directions with minimal accountability controls.
5. Establish and maintain effective organization, community, and public relationships.
6. Possess exemplary presentation skills.
7. Speak, read, write, and communicate effectively in English and Spanish.

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 Authorization.
3. Experience in school social work, marital family therapy, child welfare services, or other social work related field.

Job Description Adopted: June 6, 2024