



# Little Rock School District

## JOB DESCRIPTION

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**Position Title:** Social Worker

**Prepared Date:** 01/11/2022

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### **JOB GOAL:**

The School Social Worker promotes and enhances the overall academic mission by providing services that strengthen home, school, and community partnerships and addresses barriers to learning and achievement. Performs the most responsible and difficult casework dealing with highly complex student and family problems; performs diagnostic assessments; develops treatment and services; maintains records related to student services; meet achievement goals and performs related duties as required.

### **TERMS OF EMPLOYMENT:**

Nine and one-fourth (9.25) month (190 days) contract, Pay 802 Grade 16 or 18, plus benefits package. .  
NOTE: Precise placement within the salary range will be determined based upon education and experience. **FLSA: Non-Exempt**

### **QUALIFICATIONS:**

1. A Master's Degree in Social Work from an accredited college/university. Valid Social Worker Certification and is recognized as a Licensed Social Worker in Arkansas. (Licensed Master Social Worker or Licensed Clinical Social Worker Preferred)
2. Valid Arkansas Driver's License and Evidence of Insurability
3. Three years of social work experience preferred.
4. Demonstrates knowledge of applicable federal and state laws and regulations related to social work and its application in public education.
5. Demonstrates knowledge and understanding of the reciprocal influences of home, school, and community to intervene for student success via such practices as assessment, crisis intervention and response, home visits, conflict resolution, individual and group counseling, consultation, program development, dropout prevention, graduation awareness, and coordination of school and community services.
6. Evidence of effective communication skills with parents, students, school personnel and the community. Demonstrates the ability to promote services to students and their families within the context of multicultural understanding and competence that enhances families' support of student learning experiences.

### **ESSENTIAL DUTIES & RESPONSIBILITIES:**

The following statements of duties and responsibilities are intended to describe the general nature and level of work being performed by individuals assigned to this position. These statements are not intended to be an exhaustive list of all duties and responsibilities required of all personnel within this position.



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1. Conducts assessments and evaluations in accordance with family and student rights.
2. Uses student, family, and school assessment results to identify needs that affect student learning.
3. Uses assessment and evaluation results to develop appropriate interventions for students, families, schools, and communities.
4. Develops long-term and short-term intervention plans consistent with curriculum, students' needs, strengths, diversity and life experiences; and social and emotional factors.
5. Provide Case Management to advocate for appropriate services for students and their families.
6. Promotes services to students and their families within the context of multicultural understanding and competence that enhances families' support of students learning experiences.
7. Consults on such issues as attendance, diversity, mental health, behavior management, delinquency, crisis intervention, homelessness, child abuse, neglect, while maintaining standards of confidentiality.
8. Promotes collaboration among community health and mental health service providers. Facilitates student access to these services and ensures accountability of referred services.
9. Maintains accurate case records and documentation.
10. Maintains current knowledge of federal and state laws and regulations and abides by said laws and regulations with emphasis on persons with disabilities, child welfare, mental health, confidentiality, and student and parent rights. Maintains standards according to licensure and social work code of ethics.
11. Organizes time, resources, energy, and workload in order to meet responsibilities.
12. Implement behavior plans as part of restorative justice. Collaborate with administration and faculty to develop interventions for students.
13. Performs all other duties as assigned.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the incumbent will possess the abilities or aptitudes to perform each duty successfully. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

#### **Mental Functions, Physical Requirements, and Working Conditions:**

While performing the duties of this job, the employee is regularly required to sit, stand, walk, go up and down stairs, operate foot and hand controls, and use a telephone and write. Occasionally the employee must lift and/or move up to twenty (20) or more pounds. This position requires accurate perceiving of sound, near and far vision, depth perception, handling and working with educational materials and/or objects, and providing oral information. Must have the ability to work for the duration of the daily contracted time period, and to be physically present and at assigned work, with only infrequent unexcused absences, during the contract year. Additional technical skills, knowledge, and abilities may be recommended by immediate supervisor and approved by the Human Resources Director.