

KYRENE SCHOOL DISTRICT, ARIZONA CLASS SPECIFICATION

CLASS TITLE: SCHOOL SOCIAL WORKER

BAND	GRADE	SUBGRADE
C	4	2
DEPARTMENT: SUPPLEMENTAL STUDENT SERVICES, Prevention	ACCOUNTABLE TO: Assistant Director of Prevention Services	FLSA STATUS: Exempt
CLASS SUMMARY:		
<p>School Social Workers are the link between home, school, and the community. As members of the educational team, they promote and support students' academic and social success by providing services which include:</p> <ul style="list-style-type: none"> • Providing and supporting prevention programs: violence prevention, conflict resolution, anti-bullying strategies, peer mediation, and character education, etc. • Collaboration with community agencies on behalf of students and their families • Providing information and referral to community agencies and private therapists • Providing crisis intervention • Providing individual and group counseling • Assisting with in the completion of functional assessments and the development and support of behavioral intervention strategies • Providing parent education and training • Providing staff development • Structuring services to reflect current research regarding "best practices" • Consulting with teachers and various other personnel 		
DISTINGUISHING CHARACTERISTICS:		
The School Social Worker position is a stand alone classification which is distinguished from other classes by its unique home-school responsibilities.		

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)	FRE-QUENCY	BAND/ GRADE
1.	Provides counseling to individual and groups of students having emotional, social, behavioral, or attendance problems to include how to approach and work though the problem	Daily	C4
2.	Provides counseling services and effective parenting strategies to parents of students having such problems	Daily	C4
3.	Assists in the referral process of students or parents to appropriate agencies and services	Daily	C4

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4.	Provides consultation and collaborative services to teachers, principals, counselors, and other school personnel	Daily	C4
5.	Collaborates with educational staff to determine which interventions are working, to communicate evaluation results, and to discuss and develop prevention goals	Daily	C4
6.	Serves as a liaison between school and home for students identified with possible needs (i.e. home visits)	Daily	C4
7.	Screens and evaluates referred students for prevention or other appropriate services	Daily	C4
8.	Provides crisis intervention services	Daily	C4
9.	Develops proactive programs (i.e. peer mediation, conflict resolution, etc.)	As Needed	C4
10.	Prepares and maintains records as required	Daily	B2
11.	Performs other duties of a similar nature	As Required	N/B
12.	Performs other duties of a similar nature or level.	As Required	N/B

Knowledge (position requirements at entry):

Knowledge of:

- Social Work theories and strategies
- Child Development
- Educational methods
- Behavior management techniques

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Skills (position requirements at entry):

Skill in:

- Using computers and related software
- Solving problems
- Managing behavioral problems
- Counseling
- Applying policies, procedures, and educational methods
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction

Training and Experience (position requirements at entry):

or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

- Bachelors Degree in Social Work required, Masters Degree preferred, or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above

Physical Requirements:

School Social Work positions include a range of physical requirements:

- Positions in the class typically require: fingering, talking, hearing, and seeing.
- Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.
- School Social Workers must be able to drive and to be mobile.
- School Social Workers must be able to work and function in a variety of environments: office, classroom, and homes of students, i.e. those of different levels and conditions.

Classification History:

Date: 6/05