



Gull Lake Community Schools
Richland, Michigan

JOB POSTING

Substitute Social Worker – High School/Kellogg Elementary

August 26, 2021

Job Summary:

Under the direction of the Special Education Supervisor, the Social Worker will provide services to identified children, families, schools, and staff directed toward changing behavior, advocating for children, and creating a school environment which enables each child to function academically and socially to the best of his/her abilities.

Qualifications:

Required:

- A. Master's Degree from the graduate school of social work program approved by the Michigan State of Education
- B. Eligible for recommendation for approval as a school social worker in the State of Michigan
- C. Ability and experience with presenting and training staff on behavioral topics
- D. Demonstrated successful specialized instructional methods including data collection, behavior intervention, etc.
- E. Demonstrated experience working with technology and related software.
- F. Recognize and comply with the social work code of ethics and regulations
- G. Understand the federal and state rules and regulations applying to the population we serve
- H. Ability to support student academic/behavioral progress
- I. Ability to define problems, collect data, establish facts, and draw valid conclusions
- J. Ability to establish and maintain effective working relationships with students, staff and the community
- K. Ability to communicate clearly and concisely both in oral and written form
- L. Demonstrated successful communication skills with students, staff, administrators, parents, and community including multiple agencies
- M. Professional in personal conduct and actions

Desired Characteristics:

- A. 500 clock hours of supervised social work practicum
- B. Experience in working with school age students.
- C. Experience using technology as an instructional tool in the classroom
- D. Experience in working within a Professional Learning Community
- E. Knowledge in Google Docs, Microsoft Word, Excel and PowerPoint
- F. Knowledge of internet search engines, Google docs and other internet-based applications

Duties:

- A. Serve as a liaison among the home, school, and community
- B. Coordinate with CMH to develop resources both within and outside of the school for children, families, and school staff
- C. Identify and report problems and situations interfering with the ability of children to make successful use of the educational experience
- D. Assist in the development and implementation of plans to remediate problematic situations
- E. Conduct groups and individual counseling sessions
- F. Consult and collaborate with teachers, staff and parents/guardians regarding the developmental needs of students
- G. Ability to plan and organize; excellent work habits
- H. Willing to attend conferences and participate in professional development
- I. Participate in IEPT committees and conduct comprehensive diagnostic evaluations of children suspected of having an emotional impairment or on the Autism Spectrum
- J. Collaborate with the IEPT committee in determining eligibility and services for other students
- K. Maintain data to report on student's IEP goals and objectives quarterly
- L. Participate in student evaluations for special education
- M. Assist in the design and implementation of classroom and individual behavior intervention plans
- N. Perform other duties as assigned by administration

STATEMENT OF NON-DISCRIMINATION

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CRIMINAL RECORDS CHECK

In accordance with state law and board policy, no person shall be hired to work in contact with children prior to being fingerprinted and passing a criminal records review.

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.

Application Deadline: Until filled

Start Date: Fall 2021

Apply To: Candidates who are qualified and wish to be considered for this position must submit a Frontline online application at www.gulllakecs.org that includes a letter and resume.

Questions: Contact - Sherri Simmons, Human Resources, ssimmons@gulllakecs.org