

**POSITION TITLE:** Social Worker – McKinney-Vento Regional Homeless Education

**QUALIFICATIONS:** Minimum of a Bachelor’s Degree in social work or related field. Master’s Degree in social work is preferred. Excellent communications, organizational, public relations and presentation skills are required. Must have a clear understanding and ability to implement the McKinney-Vento Homeless Education Act when assessing and serving homeless students in Richmond Public Schools. Must have experience and/or demonstrate a willingness to work with diverse students, parents and communities. Must have the ability to effectively communicate with students, parents, teachers and administrators. Must have the ability to work in a cooperative, collaborative manner with administrators, teachers, parents and other professionals about student problems and appropriate change strategies. Must be able to establish appropriate networks with school programs, community agencies and resources to provide essential services for families and children. Must have valid Virginia driver's license and willingness to use personal automobile.

**PERFORMANCE EXPECTATIONS:** Identifies and provides support for students experiencing homelessness. Collaborates with school and office staff to develop interventions for students identified as experiencing homelessness. Implements case management services for students experiencing homelessness. Monitors student/family progress and status. Works towards eliminating all barriers to McKinney-Vento student enrollment. Makes referrals to other professional staff members or community agencies, as needed. Provides families with information related to the needs of their child. Acts as a resource to school-based administrators, school social workers, guidance counselors, teachers, and health services personnel regarding students experiencing homelessness, in the interpretation of McKinney-Vento and school attendance policies and laws. Acts as a direct support to identified unaccompanied youth experiencing homelessness. Develops and maintains healthy working relationships with community agencies to further support students experiencing homelessness. Maintains necessary records ensuring confidentiality of students and their families and prepares related reports. Performs other related duties, as required.

**GENERAL DEFINITION AND CONDITIONS OF WORK:** Work is performed under general supervision. This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects; work requires walking, and fingering; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for peripheral vision, preparing and analyzing written or computer data, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities.

**REPORTS TO:** McKinney-Vento Homeless Education Specialist

**PAY SCHEDULE:** Teacher Salary Schedule

**LENGTH OF CONTRACT:** 200 Days (9.5 months)

**FLSA:** Exempt