

**LAMPETER-STRASBURG SCHOOL DISTRICT**  
Lampeter, Pennsylvania 17537

**POSITION PROFILE – SOCIAL WORKER**

QUALIFICATIONS

Possession of a Bachelor's degree in psychology, social work, or a related field.

PDE certification as a Home and School Visitor.

Thorough knowledge of social work and home school visitor practices.

SKILL PREPARATION

Ability to address the whole welfare of the student, including his/her life at home, in school, and in the community, acting as a liaison in order to help maximize the student's potential.

Ability to help students, families, administrators and school staff utilize community resources and opportunities to nurture and further develop the student's social-emotional and academic well being.

Ability to use excellent judgment while maintaining confidentiality, diplomacy, and tact in order to create rapport with families, school staff, and community representatives.

Ability to interact professionally and display a pleasant demeanor with school staff, students, parents, and the public.

DUTIES AND RESPONSIBILITIES

Direct Student Services, as follows:

- Engage in social casework with targeted students.
- Facilitate referrals for families to community-based services in consultation with school staff.
- Facilitate support groups.
- Assist with behavioral assessments and intervention planning.
- Collaborate with staff regarding suspected child abuse/neglect.
- Participate, as directed, in special education meetings and processes, and offer assistance to parents when close cooperation between home and school is required.
- Collaborate with the District's Homeless Liaison and provide appropriate services for homeless students.
- Provide counseling and support services to at-risk students, including, but not limited to, affective, social, and coping skills.

Direct Family Services, as follows:

- Make home visits, when appropriate, to advance understanding of the students' needs and to facilitate communication between home and school.
- Provide case management services for families in need of community agency services.
- Link parents with appropriate resources as indicated by a needs assessment and administration/staff input.
- Promote parental involvement in school activities, conferences, and events.
- Assist the District in helping families and students comply with attendance laws.
- Assist Principals with the creation of Truancy Elimination Plans, in collaboration with parents and school staff, to help improve student attendance.

Involvement in School and Community Services, as follows:

- Serve as liaison with community and social service agencies, including, but not limited to, Children and Youth Agency, Juvenile Probation, Mental Health/Mental Retardation, Drug and Alcohol Commission, and private practitioners.
- Serve on school and community-based interagency teams and task forces relevant to the needs of students, families, and the District.
- Serve as a member of the elementary, middle, and high school student assistance teams.
- Assist in planning individual school and District-wide programs to promote a positive and respectful school environment.
- Investigate and substantiate guardianship, residency, and emancipated minors for District attendance purposes, as requested.
- Coordinate community requests for the names of families in need for the purposes of donations.

Involvement in Professional Management and Development, as follows:

- Maintain an optimum relationship with staff members and administrators by being courteous and mindful of the importance of confidentiality.
- Maintain accurate and necessary documentation.
- Maintain current professional materials and resources with support of the LEA.
- Assume responsibility for continued education and professional development.

Discharge all other assignments properly delegated by the Supervisor of Special Education.

#### EVALUATION

Evaluation will be conducted annually by the Supervisor of Special Education in the areas of skill preparation, job performance and interpersonal skills.