

**COMPTON UNIFIED SCHOOL DISTRICT**  
**HUMAN RESOURCES AND EMPLOYEE DEVELOPMENT**

**POSITION DESCRIPTION**

Title:	Clinical Social Worker	Reports To:	SELPA Director
Department:	Special Needs	Classification:	Certificated Personnel
FLSA:	Exempt	Work Year:	195 days
		Salary:	Schedule X, Range TBD

**I. DESCRIPTION OF POSITION:**

Under the supervision of the SELPA Director, the Clinical Social Worker will coordinate behavioral and psychosocial community services under the general direction of assigned supervisor. The Clinical Social Worker's main responsibilities will include resource development; conducting individual and family assessments; making referrals; facilitation education groups for students, parents, guardians, and school staff.

**II. MAJOR DUTIES AND RESPONSIBILITIES:**

- A. Assists in the development of policy and procedure and coordinate implementation of educationally-related mental health and counseling services for within the SELPA
- B. Apply knowledge of child growth and development as it pertains to an effective direct service delivery model in the school setting
- C. Provide outreach casework and support services including home visits, crisis intervention, individual and group short-term counseling, and family intervention related to educational benefit
- D. Develop strong working relationships and collaborative approach with other school professional and community agencies
- E. Participate in a variety of meetings for the purpose of collaborating with school staff members at various sites
- F. Provide outreach casework and support services including home visits, crisis intervention, individual and group short-term counseling, and family intervention related to educational benefit
- G. Participate/advise in the team approach in providing behavioral health services to qualifying students for the purpose of ensuring that services are available to students in schools
- H. Serve as District liaison among students and their families, group home personnel, community agencies, county probation departments, and the Department of Social Services
- I. Identify problems contributing to students' attendance issues; develop and implement programs to provide students and their families in obtaining necessary services, monitor progress toward successful utilization and completion of services
- J. Develop and maintain necessary tracking mechanisms and records to manage casework, including follow-up information
- K. Provide continuous student evaluation for the purpose of advising consistent and effective services to reach set goals
- L. Travel from site to site and/or performs necessary home visits and support for the purpose of providing direct treatment, consultation, and collaboration for students and families
- M. Participate in/delivers staff development activities for the purpose of providing educational information in the study and implementation of behavioral health
- N. Coordinate and deliver parent education training for educationally related behavioral health services
- O. Provide community service information as an outreach worker as required
- P. Perform related duties as assign

**III. EDUCATION AND EXPERIENCE:**

- A. Pupil Personnel Services Credential specializing in school social work and Licensed Clinical Social Worker (LCSW)
- B. Master's degree in psychology, counseling, or social work
- C. Valid California driver's license
- D. Availability of automobile covered with appropriate insurance required by the State of California
- E. Bilingual English and Spanish preferred

**IV. KNOWLEDGE, SKILLS AND ABILITIES:**

***Knowledge of:***

- A. Psychological and social aspects and characteristics of children with social and emotional disturbance and behavioral challenges
- B. Principles and methods of counseling and the accepted techniques for assessing psycho-social behavior, laws and regulations as they pertain to student's legal right
- C. Effective human relations skills
- D. Current applicable laws and regulations related to child welfare, reporting and referral
- E. Local, state and federal regulations as they apply to Special Education
- F. District organization, operations, policies and objectives
- G. Needs of a culturally and linguistically diverse student population
- H. Effective problem solving skills and techniques
- I. Interpersonal skills, conflict resolution strategies and procedures and team management building methods and techniques.

***Ability to:***

- A. Effectively listen; facilitate meetings; monitor activities; plan; problems solve; record keeping; train; and office practices
- B. Establish and maintain effective relationships with colleagues and parents
- C. Work as a part of a team
- D. Interpret, apply and explain rules, regulations, policies and procedures
- E. Analyze situations accurately and adopt an effective course of action
- F. Meet schedules and timelines
- G. Work independently with minimal direction
- H. Demonstrate effective communication skills both orally and in writing
- I. Use computer applications including word-processing, presentation, and data base software programs
- J. Hear normal range verbal conversation (approximately 60 decibels)
- K. Sit for sustained periods of time
- L. Climb slopes, stairs, steps, ramps and ladders
- M. Lift up to 25 pounds
- N. Carry up to 25 pounds
- O. Operate office machines and equipment in a safe and effective manner
- P. Demonstrate manual dexterity necessary to operate calculator, typewriter, and/or computer keyboard at the required speed and accuracy

**V. WORKING CONDITIONS:**

***Environment:***

District offices and school sites

***Physical abilities:***

Hearing and speaking to exchange information and make presentations

Approved by: \_\_\_\_\_  
Carmella S. Franco, Interim Superintendent

Date: \_\_\_\_\_

The Compton Unified School District supports equal opportunity employment for all applicants and does not discriminate the basis of age, race, gender, sexual orientation, marital status, physical or mental disability, national origin, ancestry, creed, Vietnam status, arrest or conviction record, or any other reason prohibited by state or federal law. Employees of this District are required to comply with the provisions of Title VI of the Civil Rights Act and Title IX of the 1972 Educational Amendments.