ST. MARY’S COUNTY PUBLIC SCHOOLS
CERTIFICATED POSITION DESCRIPTION

SCHOOL SOCIAL WORKER - MTSS FACILITATOR

POSITION:  School Social Worker - MTSS Facilitator

REPORTS TO:  Student Services

LOCATION:  Spring Ridge Middle School

NATURE OF WORK:
This is a professional position designed to meet the individual needs of students through direct, consultation, and case management to support student progress and mental health. The School Social Worker serves as a liaison among the home, school, and community to address and alleviate any personal/social adjustment problems that may be affecting or obstructing the educational progress of students. As the MTSS Facilitator this position facilitates school-based MTSS meetings and works in collaboration with school staff to develop and implement MTSS tiers of intervention.

ESSENTIAL FUNCTIONS:

● Responsible for supporting the ongoing social and emotional learning within the classroom and with individual identified students;
● Ability to lead school-wide tiered behavioral support programs;
● Works collaboratively with Student Services and school base staff in the development, facilitation, and implementation of sustainable and effective social-emotional strategies;
● Models and provides coaching for other staff in social-emotional learning program implementation;
● Ability to collect and analyze data to support the development and implementation of social-emotional strategies and interventions;
● Ability to plan for and present professional development to a variety of stakeholders including teachers and other colleagues;
● Work collaboratively with the counselor, school social worker, school psychologist, and pupil personnel worker to plan, develop, and implement social-emotional best practices for identified students;
● Maintain confidentiality and communicate efficiently and effectively both orally and in written form;
● Provides leadership in social-emotional learning program implementation;
● Report to work daily, and on time; and
● Other school-based responsibilities as assigned.

DUTIES AND RESPONSIBILITIES:

● Serve as liaison between school staff and administrative team with regard to MTSS.
● Facilitates MTSS meetings with the school team
● Develop initiatives to increase positive behaviors and academic performance and decrease behavior referrals;
● Facilitates development of annual action plan;
● Analyze and review data at monthly MTSS and staff meetings;
● Coordinate MTSS training for students and staff
● Plan MTSS assemblies and activities;
● Ensure that MTSS expectations are visible and posted throughout the school;
● Work with site administrator to ensure that MTSS expectations are taught and reviewed;
● Coordinates the completion of the MTSS recognition application;
Submit required MTSS forms and documentation in conjunction with MTSS coach;
● Participate in school system and state MTSS meetings and trainings;
● Provide information for school newsletter and/or website regarding MTSS;
● Provides ongoing intervention services in the area of social and emotional learning to include group and individual mental health services as needed;
● Provides interventive consultative and follow-up services in a variety of situations as needed;
● Coordinates school-wide behavioral intervention programs and supports;
● Provides direct school-based mental and behavioral health therapeutic support to students at risk for emotional substance related, psychiatric, behavioral and or addictive disorders
● Provides coaching and professional development on social-emotional learning strategies for school-based staff;
● Actively participates in the PST and IEP process as needed and requested;
● Monitors student progress and assists teachers in the maintenance of data collection systems specifically focusing on social-emotional areas; and
● Other school-based responsibilities as assigned.

QUALIFICATIONS:
● Master’s degree in Social Work required;
● Certification of Licensure as a Social Worker issued by the Maryland State Department of Mental Health and Hygiene required; and
● Maryland State Department of Education School Social Worker Licensure eligibility.

TERM OF EMPLOYMENT:
Full-time ten-month position.

SALARY GRADE RANGE:
The salary for this EXEMPT position will be based on EASMC salary schedule for ten-month employees.

BARGAINING UNIT ELIGIBILITY: EASMC

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