

**ST. MARY'S COUNTY PUBLIC SCHOOLS
EXEMPT CERTIFICATED POSITION DESCRIPTION**

**COMMUNITY SCHOOL – SOCIAL EMOTIONAL LEARNING
COACH/SCHOOL SOCIAL WORKER**

POSITION: Community School - Social Emotional Learning Coach/School Social Worker

REPORTS TO: Supervisor of Mental Health Services and Supervisor of Student Services, Special Programs and Community Schools

LOCATION: Sites to be Determined

NATURE OF WORK:

This is a professional position designed to meet the social-emotional and mental health needs of students by providing data-driven professional development, support for staff, and direct interventions to students as a community school wraparound service. This position also serves to meet students' individual needs through direct consultation, case management, and mental health counseling. The position supports student progress and behavioral health/mental health needs in the General Education and Special Education environments. This position serves as a liaison between the home, school, and community to address concerns that may be affecting or obstructing the educational progress of students.

ESSENTIAL FUNCTIONS:

- Ability to professionally relate to and collaborate with co-workers, students, and community members
- Ability to understand and maintain confidentiality
- Ability to use technology effectively to complete tasks
- Ability to report to work daily and on time
- Ability to organize, supervise, coordinate, and establish priorities of tasks to be completed
- Ability to work independently in the absence of detailed instructions and to follow complex oral and/or written instructions
- Ability to communicate orally or in writing, courteously and tactfully, with staff, students, parents, and the community in a timely manner
- Possess excellent time management skills and the ability to take initiative and make decisions within assigned responsibilities in a challenging, fast-paced professional environment, and be flexible in work responsibilities and hours
- Possess knowledge of the programs, policies, and procedures of the St. Mary's County Public Schools
- Ability to determine and implement appropriate strategies to affect change in social and emotional interactions of students
- Ability to capture and analyze data for MSDE community school reports and social work team data collection
- Ability to develop and implement large group, small group, and individual interventions

DUTIES AND RESPONSIBILITIES:

- Provides services to students that focus on mental and behavioral health, social-emotional learning, wellness, trauma, resiliency, and coping skills
- Provides interventive, consultative, and follow-up services in a variety of situations as needed
- Assumes a leadership role in planning, coordinating, and implementing ongoing social-emotional learning (SEL) and interventions within the classroom

- Serves as the primary provider of social-emotional support to students, collaborates with staff to address social-emotional concerns, and delivers targeted SEL instruction through both small-group and individual 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 individual and group therapeutic counseling
- Assists with reintegrating students into the classroom following a crisis or hospitalization by organizing, leading, and case managing aftercare meetings and/or plans
- Conducts assessments (including but not limited to psychosocial, full substance use, and mental health assessments) to determine baseline functioning and determine progress of intervention
- Collects and maintains data on evidence-based interventions and their outcomes
- Coordinates referrals to other specialists in the school and community environments
- Participates in risk and threat assessments when appropriate
- Develops, monitors, implements, and revises individual student plans and works with the student services/school leadership teams to determine the most appropriate intervention
- Consults with parents and guardians to support students, which may include home visits or community referrals
- Actively participates in the PST, 504, and IEP processes as needed and requested
- Models, mentors, and provides coaching for school staff, providing services to identified students, focusing on areas identified through climate surveys and school data
- Conducts coaching and professional development for parents, teachers, and other colleagues on social foundations and social and emotional learning
- Serves on the School Improvement Team (SIT), Multi-Tiered Systems of Support Team (MTSS), and attendance team
- Provides social work case management and intervention, and bills for services where appropriate
- Provides crisis-related support to students and staff
- Collaborates with the school counselors, pupil personnel workers, and school psychologists to plan, develop, and implement social-emotional and academic best practices for identified students
- Provides professional development to staff on topics of social, emotional, mental & behavioral health, trauma, etc., as needed
- Performs other community school related duties and responsibilities as assigned

QUALIFICATIONS:

Required:

- Master's degree in social work
- Eligible for Licensure as a Social Worker issued by the Maryland State Department of Mental Health and Hygiene
- Eligible for Licensure as a School Social Worker issued by Maryland State Department of Education
- Three (3) semester credit hours in Special Education
- Experience providing evidence-based social-emotional lessons and interventions to students individually, and in groups
- Eligibility to enroll in Maryland Medicaid billing system

Preferred:

- Experience with at-risk populations

TERM OF EMPLOYMENT:

Full-time ten-month position. Hours may vary to meet the needs of the Community Schools After-School Program.

SALARY GRADE RANGE: The salary for this EXEMPT position will be based on the EASMC Specialist Career Ladder for ten-month employees

BARGAINING UNIT ELIGIBILITY: EASMC

Updated: 07.2024, 04.2025, 06.2025, 03.2026