

OLEAN CITY SCHOOL
DISTRICT
410 West Sullivan Street • Olean, New York
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General Information (716) 375-
8000
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8047



JOB DESCRIPTION

Social Worker

QUALIFICATIONS

1. New York State Certification as a Social Worker
2. Such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable.

RESPONSIBLE TO Building Principals and Director of Special Education

JOB GOAL

The School Social Worker helps students attain an optimum level of personal and social adjustment. Provides school social work services to students and parents; serves as liaison between home and school when necessary; consults and collaborates with other school personnel for the benefit of the students; assists students directly toward adjustment to school. Performs other duties as required by position.

BASIC FUNCTION

Family Services: Initiate parent contacts, home visits, assisting families with referrals to community agencies, liaison between home and school, and parent-teacher conferences.

Interventions: Support parents with home interventions, behavior intervention plans, social/emotional interventions, facilitate academic interventions and provide case management services.

Participation: CSE, 504 Accommodation Committee, Response to Intervention (RTI), and other school teams.

Counseling Services: Individual, Group, Family, Committee on Special Education (CSE) mandated, Crisis Intervention, Conflict Resolution, and Mediations.



GENERAL RESPONSIBILITIES

- A. Help students attain an optimum level of personal and social adjustment.
- B. Consult with parents, teachers, administrators, and supporting agencies concerning the needs and abilities of students.
- C. Assist teachers in the development and implementation of appropriate classroom strategies.
- D. Consult with students regarding their learning and behavior problems and counsel them as necessary.
- E. Work effectively with community organizations.
- F. Make home visits for the purpose of gathering helpful information on a student's background.
- G. Serves as liaison between home and school when considerable follow-up is necessary.
- H. Assists students directly toward adjustment to school.
- I. Maintain appropriate confidential records and provide timely reports.
- J. Ensure that all activities conform to district and cooperative guidelines.
- K. Participates in MTSS Committees.
- L. Other duties as assigned by the Principals and Director of Special Education.

TERMS OF EMPLOYMENT Ten (10) month position based on school calendar.

EVALUATION

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Approved by: _____

Date: _____

Reviewed and agreed to by: _____

Date: _____

