

PLANO INDEPENDENT SCHOOL DISTRICT
Job Description

Job Title:	School Social Worker	Wage/Hour Status:	Exempt
Reports To:	Director of Counseling Services	Pay Range:	827
Dept./School:	Counseling Services	Date Revised:	9/30/2022

Primary Purpose:

Plano ISD School Social Workers are trained mental health professionals who assist with mental health concerns, behavioral concerns, positive behavioral support, consultation with teachers, parents, and administrators as well as provide individual and group counseling/therapy. They provide targeted social and emotional services and behavioral intervention and support to assist with problems that interfere with students' ability to successfully adjust to school and positively optimize the learning process. They also serve as part of the campus leadership team to formulate plans with the school, student, and parents to directly address home, school and community barriers that impede student achievement.

Qualifications:

Education/Certification:

Master's degree in social work from a Council on Social Work Education (CSWE) accredited program

Valid Texas license as a master social worker (LMSW) granted by the Texas State Board of Social Worker Examiners

Special Knowledge/Skills:

Knowledge of individual and group counseling and therapeutic skills

Knowledge and skill in casework methods

Strong consultation skills for conferencing with teachers, parents, and students

Knowledge of therapeutic prevention and intervention strategies

Excellent organizational, communication (verbal and written), and interpersonal skills

Ability to present information in one-on-one, small group, and large group situations to students, parents, and district staff

Knowledge of DMS-5 criteria and diagnoses

Knowledge of the NASW Code of Ethics - identify and resolve ethical issues, using the NASW Code of Ethics as a guide for ethical decision making

Experience:

2 years of experience in social work (preferred)

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Major Responsibilities and Duties:

Social Work

Conduct individual and/or group counseling sessions for students dealing with trauma, emotional disabilities, and behavioral problems to enhance the academic and social development of students

Perform case management service with parents to increase the parents' understanding of their constructive participation in resolving their child's problems and their knowledge and use of available and appropriate resources

Provide crisis support and counseling to students, parents, and school staff

Coordinate and integrate school and community resources and refer school staff and parents to community resources where appropriate

Provide direct therapeutic services such as individual or group therapy regarding specific issues

Plan and provide trainings and workshops to counselors, teachers, school staff and parents

Advocate for student services and students' best interests

Assessment

Identify and explore causes of students' dysfunction as it relates to the home, school, and community including potentially making home visits to gather information relating to students

Utilize various assessment instruments to assist in identifying appropriate intervention techniques

Asses and provide consultation to parents regarding medical or psychological evaluations for students that may disclose causes of difficulties and that could indicate remedial measures

Participate in the Admission, Review, and Dismissal (ARD) Committee for students in caseload to assist in interpretation of assessment data, appropriate placement, and goal setting for students according to district procedures

Consultation

Serve as consultant to school personnel regarding students or situations that are not referred for direct district or outside services

Contribute to the planning and implementation of parent involvement activities

Develop and conduct district-wide and campus parenting training and support groups focused on mental health topics

Consult with parents regarding their children's academic performance, behavior, and needs and assist in accessing school and community resources

Inform students and parents of their rights and responsibilities under federal and state law

Provide support to students and families who are facing barriers to attending school regularly, including home visits and targeted strengths-based interventions

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Program Management

Develop and maintain effective individual and group relationships with students and parents

Develop and coordinate a continuing evaluation of social work services and make changes based on the findings

Compile, maintain, and file all confidential student reports, records, and other required documents according to NASW Code of Ethics and district policy

Conduct and report results of the annual self-assessment to include obtaining feedback from key stakeholders in the area of community & family partnership

Follow all rules, regulations, and policies of Plano ISD and follow directives from the Counseling Services leadership

Follow attendance policy as assigned by supervisor

Perform other functions that may be assigned by supervisor

Supervisory Responsibilities:

May supervise persons completing practicum or internship through a college or university program

Equipment Used:

Personal computer and peripherals; standard instructional equipment

Working Conditions:

Mental Demands:

Maintain emotional control under stress; may work prolonged or irregular hours

Physical Demands/Environmental Factors:

Prolonged sitting; frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting; frequent walking; regular light lifting and carrying (under 15 pounds); occasional heavy lifting (45 pounds and over); work inside, may work outside; regular district-wide travel

Acknowledgement:

Any work related experience or additional education/training resulting in acceptable proficiency levels in the above required knowledge, skills, and abilities may be an acceptable substitute for the above specified education and experience requirements at the sole discretion of District Administration.

Approved By: W. Noel McBee, Compensation Coordinator **Date:** 9/30/2022

The above statements are intended to describe the general purpose and responsibilities assigned to this job and are not intended to represent an exhaustive list of all responsibilities, duties, and skills that may be required. District administration and/or my supervisor has the right to add or change duties at any time. This job description supersedes all prior job descriptions for this position as well as rescinding all past and present job descriptions that do not reflect the current requirements of this position.

My signature below indicates I understand and acknowledge my job description.

Employee Signature: _____

Date: _____