

FRESNO UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Clinical School Social Worker	REPORTS TO:	Assigned Supervisor
DEPARTMENT:	Varies	CLASSIFICATION:	Management
FLSA:	Exempt	WORK YEAR:	Varies
BOARD APPROVAL:	April 10, 2019	SALARY:	E-24/Management Salary Schedule

BASIC FUNCTION:

Under the direction of an assigned supervisor, effectively promotes the identification of students with behavioral and social emotional concerns and provides evidence-based education, behavior, mental health services, and counseling supports. The Clinical School Social Worker provides a variety of direct and indirect services that include case management functions involved in identifying, assessing, and counseling a diverse range of students and families. Clinical School Social Workers are accountable for improving student achievement through the effective operation of an assigned area; developing service plans, providing interventions as needed, and participating in the development of programs aimed at student achievement. It is the ultimate goal and function to provide mental health, social-emotional, and counseling support to student and families to increase opportunities of positive well-being and success in order to stay in school on target to graduate.

REPRESENTATIVE DUTIES: (Persons employed in this position may perform any combination of the essential functions shown below (E). This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

Provide individual/group counseling treatment, supportive counseling, and case management services by conducting bio-psychosocial assessments, planning, intervention, and evaluation. *E*

Completes high-risk assessments and provides crisis intervention that include suicidal and homicidal threats, child abuse/neglect, and other psychosocial stressors. *E*

Provides a continuum of mental health services, including prevention and intervention strategies to enhance student success. *E*

Identify and remove barriers to student learning utilizing data-driven school counseling practices to close the achievement/opportunity gap. *E*

Provides psycho-education to students, parents, school sites, and the community on topics that include mental health, trauma, social skills, suicide prevention and intervention, and other social emotional factors that impact learning. *E*

Participate in the development of goals and objectives for assigned area(s) in support of educating students at a high level to achieve their personal best; make recommendations for changes and improvements; implement approved changes and monitor work activities to ensure compliance within established guidelines. *E*

Collaborate with administrators, teachers, parents, community leaders, and other stakeholders to promote and support student success. *E*

Provide counseling to support services to meet the academic, career and personal needs of students including those requiring more intensive services. *E*

Utilizes a variety of measurement outcomes to evaluate service delivery effectiveness on a multi-tiered level. *E*

Plans, coordinates, and participates in multidisciplinary and District crisis teams. *E*

Collect, prepare and analyze data, reports, records and files relative to the supervision of assigned staff; make timely recommendations for programmatic changes to area under supervision. *E*

Communicate and collaborate with administrators, personnel and outside organizations to coordinate activities and programs; resolve concerns and conflicts and exchange information; evaluate and enhance programs to align to District standards to improved student learning and promotion of student wellness. *E*

Attend and conduct a variety of meetings; represent the District with administrators and interested community members including. *E*

Maintains current knowledge of Federal and State laws as it relates to regulations regarding areas that include Child Welfare, Mental Health, Confidentiality, Student and Parent Rights, disproportionality, and equity and access to educational services. *E*

Conduct system wide assessments to plan and implement programs that remove social emotional barriers, foster academic success, and support a positive learning environment that prepares students to be college and career ready. *E*

Utilize data to monitor behavior, attendance and academic progress for identified students. *E*

Maintains accurate, complete and punctual records and documentation as required by law, district policy, and administrative direction. *E*

As directed plan, develop, organize, and actively participate in staff development, parent meetings, school climate and culture teams to promote school policies and administrative procedures. *E*

Provide and participate in in-service training and professional learning to District staff and the community. *E*

Consults on issues such as diversity, cultural sensitivity, mental health, behavior management, and attendance. *E*

Coordinate, establish collaborative relationships and enhance communication and engagement between school, families, community agencies and students. *E*

Promote a continuum of school-based resources. *E*

Provides coordination, community referrals, and linkage to community based resources. *E*

Perform related duties as assigned.

EDUCATION AND EXPERIENCE:

A master's degree from a social work program accredited by the Council on Social Work Education.

LICENSES AND OTHER REQUIREMENTS:

Pupil Personnel Services Credential in School Social Work; Pupil Personnel Services Credential in School Counseling preferred; a valid license as a Clinical Social Worker issued by the California Board of Behavioral Sciences OR immediate registration as an Associate Clinical Social Worker upon date of hire. Must remain in good standing with the California Board of Behavioral Sciences, and obtain Licensure within 5 years; valid California driver's license.

Incremental progress requirements towards obtaining a valid license as a Clinical Social Worker issued by the California Board of Behavioral Sciences:

- Verification of registration as an Associate Clinical Social Worker to be provided with 45 days of hire.
- Verification of supervised experience for years one (1) through three (3) submitted annually by July 1st for the previous year's hours and tier in accordance with the Board of Behavioral Sciences (BBS) requirements. The minimum for annual hours required by the District is 600 hours.
- Register for and pass the examinations required by the BBS and obtain the LCSW license no later than completion of year 5.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

National Association of Social Workers (NASW) Standards for School Social Work Services
NASW Standards for Social Work Case Management
Planning, organization and management of assigned programs.
State/local laws about school attendance, discipline, transfers, student due process and S.A.R.B.
Outside agencies available to serve needs of "at risk" students and local law enforcement and social service agencies.
Oral and written communication skills.
Laws, rules and regulations related to assigned activities.
Policies and objectives of assigned program and activities.
Applicable sections of the State Education Code and other applicable laws.
Staff development presentation techniques.
Labor Relations law and employee contracts.
Analytical and problem solving abilities.
Operation of a computer to enter data, maintain records and generate reports.
District organization, operations, policies, objectives and goals.
Principles of social work and case management.
Individual and group behavior and effect of social and economic forces on individuals.
Current social and economic issues
Physical, intellectual, social and emotional growth patterns of students.
Principles and techniques of interviewing and recording social case work.
Community resources.
Research methods and report writing techniques.
Interviewing methods and techniques.
Education code as related to attendance.
Principles of individual and group counseling.
Principles and practices of supervising, training and providing work direction.
Interpersonal skills using tact, patience and courtesy.
District organization, operation, policies, objectives and goals.

ABILITY TO:

Plan, organize and administer the prevention/intervention services of the District.
Interpret, comprehend, apply and explain rules, regulations, policies and procedure.
Organize and work with school, families and community individuals and groups in Child Welfare and Attendance functions as required.
Communicate, understand and follow both oral and written directions.
Maintain accurate records and prepare reports.
Maintain current knowledge of program rules, regulations, requirements and restrictions.
Plan and Organize work to meet schedules and time lines.
Develop training programs related to assigned areas.
Make presentations and deliver in-services in area of specialty.
Work independently with little direction and man interruptions.
Supervise and evaluate the performance of assigned staff.
Analyze situations accurately and adopt an effective course of action.
Work collaboratively and build positive relationships with a diverse range of stakeholders.
Demonstrate loyalty and high ethical standards.
Learn new or updated computer systems and programs to apply to current work.
Provide direction and support to directors, coordinators, and staff in support of district goals and initiatives.
Design and implement a wide variety of professional learning opportunities.

Focus and appropriately allocate resources toward identified goals.
Manage change and design an effective system of reporting progress and monitoring results.
Negotiate skillfully in difficult situations and create solutions to promote compromise.
Think outside the box and develop new methods or solutions inspiring others to reach a common goal.
Communicate using patience and courtesy in a manner that reflects positively on the organization.
Actively participate in meeting District goals and outcomes.
Apply integrity and trust in all situations.
Research pupils' educational and social background and identify current behaviors.
Interview pupils, parents, school staff and community members and interpret data received.
Make referrals to appropriate persons and agencies as indicated by the case plan.
Work confidentially with discretion and many interruptions.
Drive personal vehicle to perform duties as specified under establish guidelines.
Learn new or updated computer systems/programs to apply to current work.
Plan, prioritize and organize work to meet schedules and time lines.
Read, interpret, apply, and ensure compliance with applicable rules, regulations, policies and procedures.
Supervise and evaluate the performance of assigned staff.
Communicate, understand, and follow both oral and written directions effectively.
Establish and maintain cooperative and effective working relationships with a diverse range of people.
Analyze situations accurately and adopt an effective course of action.
Demonstrate loyalty and high ethical standards.
Design an effective system of reporting progress and monitoring results.
Think outside the box and develop new methods or solutions inspiring others to reach a common goal.
Prepare comprehensive narrative reports.
Negotiate skillfully in difficult situations and create solutions to promote compromise.
Communicate using patience and courtesy in a manner that reflects positively on the organization.
Actively participate in meeting District goals and outcomes Apply integrity and trust in all situations.

WORKING CONDITIONS:

ENVIRONMENT:

Office and field environment; driving a vehicle to conduct work; contact with dissatisfied or disgruntled individuals.

PHYSICAL ABILITIES:

With reasonable accommodations, if necessary, hearing and speaking to exchange information and make presentations; seeing to read a variety of materials and observe students; sitting or standing for extended periods of time; lifting and carrying test materials; dexterity to operate a computer and other office equipment; reaching overhead, above the shoulders and horizontally, bending at the waist or kneeling to retrieve supplies or other materials.

Fresno Unified School District is an Equal Opportunity Employer and reasonable accommodations are made under the Americans with Disability Act as required by law.

E=Essential Functions