

**SCHOOL SOCIAL WORKER**

The duties of the School Social Worker shall include but not limited to the following:

1. Assist in the development of policy and procedure, coordination, and implementation of District-wide mental health plan
2. Counsel with students individually and in groups; assists them in developing decision making time management and coping skills, formulating social emotional goals, and monitors progress
3. Provide consultation, supervision, and support to schools including consultation related to implementation of positive behavior systems and best practices
4. Conduct interview, assessment, and observations to determine educational and social emotional needs of students
5. Gather data relative to student's personal, social and emotional history by interviewing student, parents, and school staff. Observe student in various classes/unstructured settings on school campus
6. Prepares and maintains documentation (i.e. evaluations, observations, case management records, progress, contacts with parents, teachers and outside professionals, etc.), with an emphasis on social-emotional factors affecting the student, for the purpose of providing written support, developing recommendations and/or conveying information
7. Provide direct counseling services as a licensed qualified mental health professional to students diagnosed or at risk of mental health concerns
8. Facilitate development of and assist in facilitation of support groups for both students and staff
9. Conduct Threat Assessments and provide crisis intervention to students and family members in need
10. Facilitate and/or participate in group and individual meetings including Student Study Team, Intervention Team and Section 504 meetings
11. Maintain confidential student information according to FERPA and HIPAA
12. Performs other duties, in the best interests of the students, as assigned by the Director of Student Services