

OAKLYN PUBLIC SCHOOL

JOB DESCRIPTION

TITLE:	Social Worker
QUALIFICATIONS:	Masters Degree, New Jersey Certification as Social Worker
REPORTS TO:	Coordinator of Special Services/Chief School Administrator/Principal
JOB GOAL:	Responsible for the development of a social history and developmental assessment of each child so referred to the Child Study Team. This evaluation shall include, but not be limited to an assessment of family, school, and community factors which may contribute to an understanding of the child's functioning in school. The report shall also include an analysis of early developmental milestones.

PERFORMANCE RESPONSIBILITIES:

1. Serve as an active member of the Child Study; to evaluate and aide in the multi-disciplinary classification of handicapped children.
2. Consult with the psychologist and learning consultant and other pertinent individuals (guidance counselors, school nurse, classroom teachers, etc.) to facilitate an understanding of the educational abilities and limitations of children referred for service.
3. Act as a diagnostician; conduct social evaluations of referred children and write reports and recommendations which will facilitate their functioning in school.
4. Provide follow-up contacts and parent intervention when children are referred to the Child Study Team.
5. Work with parents to help fully explain the findings of Child Study Team evaluations.
6. Assist the Coordinator in exploring appropriate facilities and special education programs for students requiring out-of-district placement.
7. Serve as a liaison between the home and school; partake in individual or group counseling within the school setting.
8. Help students acquire a more realistic understanding of their strengths and weaknesses (the above takes place where such counseling is recommended by the CST and approved by the parents).
9. Serve as a parent advocate when students are discussed so that their parents' and family's point of view is represented.
10. To act as a liaison with school nurse and principal for contact with the Division of Youth and Family Services.

11. Take part in kindergarten screening.
12. Perform responsibilities of case manager for assigned students.
13. Attend workshops and county-wide meetings to remain abreast with current developments in the field.
14. Assist with and take part in district wide in-service training programs.
15. Perform such other relevant duties as requested by the Coordinator of Special Services and/or Chief School Administrator.

TERMS OF EMPLOYMENT: Ten months per year and determined summer workload and hours.

EVALUATION: Performance of this job will be evaluated in accordance with the provisions of the Board's policy on evaluation of personnel.