

## **ALBANY LEADERSHIP CHARTER HIGH SCHOOL FOR GIRLS**

### **School Social Worker Position Description**

**Job Title: School Social Worker Year:** 10-month employee **Reports To:** Director of Student Support Services

**SUMMARY:** Albany Leadership Charter High School for Girls is in search of a full-time School Social Worker, for the 2021-2022 school year, to support our students through their educational experience. The School Social Worker will work with teachers, parents, and school leaders to develop plans and strategies to improve students' academic performance and social emotional development. This position requires a high degree of self-awareness, knowledge on the educational impacts of trauma and creativity when it comes to addressing the needs of students.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** The following statements of duties and responsibilities are intended to describe the general nature and level of work being performed by individuals assigned to this position.

#### *1. Services to Students*

- Provide individual and group counseling services
- Provide crisis intervention support for students and families
- Assist in developing positive behavioral intervention strategies
- Develop intervention strategies to increase academic success
- Advocate for best practices for children and families

#### *2. Social Emotional Development*

- Demonstrate understanding of the New York State Social Emotional Learning Standards (SEL)
- Assist with conflict resolution and anger management.
- Help the child develop appropriate social interaction skills.
- Assist the child in understanding and accepting self and others

#### *3. School- Community Liaison*

- Obtain and coordinate community resources to meet students and families' needs
- Advocate for new and improved community/school services to meet the needs of students and families
- Knowledge of and linkage to community agencies and resources available to families and children

#### *4. Services to Parent/ Families*

- Work with parents and families to facilitate their support in addressing their child's needs
- Assist parents in accessing and utilizing school and community resources
- Alleviate family stress to enable the child to function more effectively in school & community

#### *5. Services to School Personnel*

- Provide staff with essential information to better understand factors (cultural, societal, economic, familial, health, etc.) affecting a student's performance and behavior
- Develop staff in-service training programs
- Assist teachers with behavior management
- Identify and report child abuse and neglect

#### *6. Related Services*

- Skill in collection and analyzing data needed to plan for student centered interventions
- Participate in various meetings, including Special Education and Student Support Team meetings
- Knowledge of Culturally Responsive Education and Trauma sensitive practices

To perform this job successfully, the School Social Worker must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and dispositions required. Reasonable accommodations may be made to enable individuals with less than required attributes or with disabilities to perform the essential functions to expectations.

### **EDUCATION AND TRAINING:**

- Master's Degree in Social Work from accredited college or university
- Licensed Master Social Worker or Licensed Clinical Social Worker
- Previous School Social Work experience is preferred

**EXPERIENCE:** Demonstrates proper attitude and experience working with high school girls, preferably within an urban setting. Exhibits quality relationships with staff, students, parents and broader community. Demonstrates ability to implement an organizational system to support both case management and student needs simultaneously.

**SKILLS, KNOWLEDGE, DISPOSITIONS:** Understanding of school student-achievement data and New York Charter School Standards; thorough understanding of best practices for secondary schools; operating knowledge of and experience with personal computers, word processing and database software. English language skills required. Oral and written fluency in a second language may be preferred or required based on student and parent primary language needs.

**CERTIFICATES, LICENSES, & REGISTRATIONS:** NYS Certification as a School Social Worker is preferred.

**WORK ENVIRONMENT:** The noise level in the work environment is usually moderate. Dealing with other adults and students sometimes is in quiet areas and sometimes noisy ones.

**MENTAL FUNCTIONS:** While performing the duties of this job, the School Social Worker is regularly required to use interpersonal skills; frequently required to compare, analyze, communicate, coordinate, instruct, compute, synthesize, evaluate and negotiate.