

Hobbs Municipal Schools Job Description

Position: Social Worker

Supervisor: Director of Special Education

General Job Description: to improve the school performance of special education students identified as having serious emotional or behavioral disabilities through evaluation and therapeutic interventions.

Qualifications:

1. Master's Degree
2. A valid Public Education Department license as a social worker
3. Training and/or experience working with seriously emotionally /behaviorally disordered children/adolescent in a clinical or school setting.

Essential Duties and Responsibilities:

1. Demonstrate skills needed to facilitate the preschool screening process.
2. Demonstrate appropriate skills in working with parents and families.
3. Demonstrate a broad base of knowledge and training to enable him/her to effectively perform job responsibilities.
4. Demonstrate effective organizational skills.
5. Demonstrate the appropriate effective behavior in performing job tasks.
6. Follow policies and administrative rules and regulations as specified in the Board Policy Manual.
7. Assist in the collection of evaluation data (i.e. observation, interview, informal assessment) to assist the multidisciplinary team in identifying individual needs and appropriate services.
8. Provide direct or indirect service to identified special education students as recommended by the Individual Education Plans. Services to be provided may include the following: development of behavioral management plans, providing consultation and training to building level staff, individual and/or group counseling or parent/family training (counseling/therapy).
9. Evaluate and document the progress of students assigned to caseload, noting steps toward achievement of specific goals and objectives that were established in the Individual Education Plans.
10. Serve as a member of the Individual Education Committee and student staffing when requested.
11. Serve as a member of building level Student Assistant Teams as requested.
12. Serve as a liaison between the buildings and the Special Education Department.
13. Participate in in-service training programs.
14. Maintain current and up-to-date knowledge of new developments and strategies in the field of counseling emotionally/behaviorally disordered students.
15. Complete required reports in a timely manner as requested.
16. Complete other tasks as deemed appropriate by the immediate supervisor and/or the superintendent.

Additional Duties and Responsibilities:

1. Provide crisis intervention services when necessary.
2. Maintain contact with community agencies that provide life essential services not available through Hobbs Municipal Schools. Client/family referrals provided to these agencies when necessary.
3. Serve as an advocate for the students assigned to caseload and those included in the special education program of Hobbs Municipal schools.

Work Environment:

Must be able to work within various degrees of noise, temperature and air quality. Job responsibilities require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Various school settings (small group or conference room(s), or nurses office. Occasional after hour work may be required. May make site or home visits when needed and appropriate. Must be able to work under stressful conditions.

Physical Requirements:

Sitting, standing, lifting, and carrying (up to 50 pounds), reaching, climbing, squatting, kneeling, and moving light furniture may be required

Safety and Health Requirements:

Bloodborne Pathogens Standard Training

Receive and then provide special training in physical restraint procedures, as requested, which may be necessary to employ when dealing with behaviorally disturbed students or visitors.

Equipment/Material handled:

Must know how to properly operate or be willing to learn to operate all multimedia equipment including current technology. Knowledgeable in psycho-therapeutic behavioral management devices, anatomical dolls and various psycho-therapeutic (educational) games, and psychological test materials.

Terms of Employment:

Salary and work year to be established by the Board.