

## NOTICE OF VACANCY

**TITLE:** School Social Worker

**REPORTS TO:** Principal; Superintendent; Special Education Consultant

**SUMMARY:** Employment as a School Social Worker to provide evaluation and social work services in accordance with the policies defined by Individuals with Disabilities Education Act (IDEA) and the Michigan Administrative Rules for Special Education.

### MINIMUM QUALIFICATIONS:

- Master's degree in social work, LARA license in social work, and full approval as a school social worker as defined by Michigan Department of Education (MDE).
- Or hold a LARA Social Work License with the credentials to obtain a waiver through MDE.

### PREFERRED EXPERIENCE:

- Knowledge of and experience working in the MiPSE system.
- Working as part of an Individualized Education Program (IEP) Team.

### ESSENTIAL JOB FUNCTIONS:

- Provide liaison, coordination, and case management services with schools, families, community agencies, and other resources to influence positive school outcomes for students.
- Provide and interpret assessments and evaluations to determine eligibility for special education and identify needs for programs and services.
- Provide comprehensive written reports of assessments and evaluations of students that specifically address the reasons for referral. Utilize multiple methods of collecting data and provide appropriate measurable goals for intervention and anticipated outcomes from service.
- Collaborate with parents, multidisciplinary evaluation team members, school administrators, and other community agencies to develop an accurate understanding of a student's disability and the impact of the disability on students' educational performance.
- Provide individual and group counseling to students and their families in need of assistance.
- Provide direct school social work services, to a caseload of students, for programs and services.
- Provide instruction, modeling, and coaching to students, parents, and school staff in the implementation of effective behavior intervention strategies and techniques.
- Provide consultation, collaboration, and advisement services to students, their family members and school staff regarding students' social, emotional, and behavioral status impacting learning, development, mental health, and school success.
- Provide crisis prevention, planning, and intervention services, including assessments of the impact of trauma on development, learning, and school performance.
- Participate in Manifestation Determination Review meetings and provide and provide information regarding whether behaviors and school performance are attributable to manifestations of the disability.
- Develop functional behavior assessments and behavior intervention plans to facilitate successful learning and socialization opportunities.

### OTHER/MISCELLANEOUS:

- Maintain proper records and reports regarding evaluations, provision of services, progress monitoring, and contact with students and others.
- Responsibility of employee to stay current on best practice and legal updates, obtain and maintain all training(s), certificate(s), approval(s), etc. and provide documentation to the business office before the expiration date of said document(s).
- Required to have a physical presence at the designated job site each scheduled workday.
- Must have regular and timely job attendance, performance, and the physical ability to do the job.
- Complete other duties as assigned by the WMAAA Administration.

#### VISIT US

17350 Hazel Street,  
Spring Lake, MI 49456

#### CONTACT US

[westmichiganacademy.org](http://westmichiganacademy.org)  
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#### GIVE US A CALL

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