

WATERTOWN UNIFIED SCHOOL DISTRICT

Vacancy Notice

SCHOOL SOCIAL WORKER

LEVEL: Elementary
PERCENTAGE: 50%
LICENSURE: School Social Worker (#7050)
START DATE: August 22, 2017

JOB DESCRIPTION: This position is one of two elementary social workers and twenty licensed pupil services staff hired to provide services to our students.

Qualified candidates should possess:

- Ability to be student centered;
- Passion in working with elementary school aged students;
- Ability to promote a positive school climate in all interactions with students, staff, and parents;
- Ability to support all students towards academic, social, behavioral, and emotional success;
- Effective oral and written communication skills in interactions with students, parents, and staff;
- Ability to work as a member of the elementary school pupil services team;
- Knowledge/experience with RtI and PBIS; and
- Special consideration given to applicants that have experience with childhood mental health issues/concerns and Trauma Informed Care.

Duties required to perform this position include:

- Assist in implementing the district's philosophy of education and instructional goals and objectives;
- Assist in implementing all Board policies and/or administrative procedures as well as state or federal laws governing student welfare, instruction and conduct;
- Provide a variety of social work services to students, foster and promote the growth of each student as a unique individual and assist each student in developing to his/her fullest potential intellectually, physically, socially and emotionally;
- Provide parents/guardians with a variety of informational or counseling services;
- Act as a consultant and resource to both regular and special education personnel, to meet the needs of students with identified behavioral, social and/or emotional disabilities;
- Participation on IEP evaluation teams; Serve as consultant in the assessment, identification, program planning, and placement process of students;
- Create an environment conducive to creating trust, openness, involvement and achievement;
- Implement a variety of counseling techniques and activities that meet the individual needs, interests and abilities of students;
- Assess the counseling progress and achievement of students on a regular basis and provide progress reports to both students and parents/guardians as appropriate;
- Work to establish/maintain open lines of communication with students and parents/guardians;
- Act as a resource and provide counseling sessions for and/or hold conferences with parents/guardians on a school perceived need or parent/guardian requested basis;
- Assist in coordinating student and/or parent/guardian involvement with outside agencies;
- Serve as district liaison/coordinator for all outside medical/psychiatric evaluations of students;
- Carry out home and/or school behavioral observations of students;
- Provide social/developmental medical history reports to pertinent professionals;
- Provide ongoing follow-up of medical/psychiatric cases to appropriate personnel;
- Communicate early identification and intervention strategies as related to student behavioral, social and/or emotional disabilities;
- Design and propose specialized programs, procedures or instructional delivery methods to utilize remediation of the social, emotional and/or behavioral disabilities of students;
- Provide resource services in the handling of all concerns regarding students with behavioral, social

- and/or emotional disabilities;
- Act as a consultant/resource to parents/guardians of pre-school age children (ages 0-5) with suspected or identified behavioral, social and/or emotional disabilities;
- Carry out required record keeping and report completion tasks in an accurate and timely manner;
- Strive for professional growth through on-going professional reading and participation in workshops, seminars, conferences and/or advanced course work;
- Attend general staff meetings and special education department meetings and serve on building level or district wide committees;
- Assist in student supervision tasks or beyond the classroom student activities as assigned;
- Perform such other duties as assigned by the building principal or the Director of Elementary Teaching and Learning.

The ideal candidate will display the following personal characteristics:

- Commitment to Public Education and Continuous Improvement;
- Honesty, Integrity, Confidentiality, and Trustworthy;
- Approachable by Students and Staff;
- An Ability to Support and Trust Staff; and
- Willing to Embrace the Watertown Community and our Students.

THE DISTRICT: The Watertown community excels in its support for education and provides a comprehensive curriculum for our students in exceptional facilities. The District has a total enrollment of approximately 4,000 students, spread over five elementary, one middle, and one high school buildings. The District employs approximately 270 certified staff and 220 support staff.

THE COMMUNITY: The Watertown community has 23,000 residents and is located on the Rock River approximately halfway between Madison and Milwaukee, at the junction of Highways 16, 19, and 26.

APPLICATION DUE: **Immediate;** Applications will be reviewed upon receipt.

DISTRICT CONTACT: Sarah Miller, Human Resources Administrative Assistant; Watertown Unified School District, 111 Dodge Street, Watertown, WI 53094; 920-262-1460; millers@watertown.k12.wi.us

Interested candidates should apply on Wisconsin Education Career Access Network (WECAN)
(<https://wecan.education.wisc.edu/#/>)

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