

Caldwell – West Caldwell Public Schools

Job Description

Title: **School Social Worker**

QUALIFICATIONS:

1. NJ School Social Worker Certification
2. Such other qualifications as may be specified

REPORTS TO: Director of Special Education

RESPONSIBILITIES:

1. Participate as a professional member of the Child Study Team, consisting of a psychologist, social worker, and learning disabilities teacher consultant, as described in NJAC 6A:14
2. Provide an assessment and analysis of student educational and social characteristics as described in NJAC 6A:14
3. Interpret the implications of significant findings and participate in educational planning for classified students
4. Develop strategies for students who need special programs and provide appropriate materials as well as actual instruction to implement these programs
5. Help families better understand the school and its program
6. Help families make appropriate social agency contacts, when needed
7. Participate with Child Study Team and appropriate staff and parents to develop instructional programs and strategies to meet the individual needs of a student
8. Maintain case records on all referred students
9. Maintain continuous contact with those children placed in special education programs within the district and outside the district
10. Make classroom observations
11. Other such duties as may be assigned by the Director of Special Education or Superintendent