Sunshine Cottage School for Deaf Children / Job Description

Job Title: Social Worker

Position Status: Exempt

Reports to: Principal

Last Updated: November 13, 2020

**Essential Duties and Responsibilities include the following, other duties as assigned.**

1. Assess psychosocial needs of families and students of Sunshine Cottage. Provide counseling to students with social, emotional or psychological problems.
2. Arrange crisis intervention counseling in emergency situations like suspected suicidal ideation or violence.
3. Provide assistance and resource referral to families to help them access programs and services in the community including health care, housing, child care, on-going counseling to include information about local food pantries, assisting with social services benefits and providing referrals to domestic violence shelters or coordinating services with child protective agencies.
4. Organize education forums and community resource fairs in conjunction with school counselor.
5. Coordinate efforts that promote parent involvement in the school by coordinating the Volunteer Corps and providing services to Spanish dominant families.
6. Manage school wide volunteer program.
7. Supervise after school individual tutoring program.
8. Participate in faculty meeting and in-service trainings.

**Education**

Master Degree level (MSW)

**Language Skills**

Must have strong communication skills and relationships with a variety of social agencies. Must be bilingual (English and Spanish).

Ability to effectively present school related information to parents and the general public.

**Certificates, Licenses and Registrations**

Maintain a valid Texas driver’s license

Minimum Licensure required LMSW

**Physical Demands**

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hand to finger, handle, or feel; reach with hands and arms; talk; hear and have good vision. The employee must regularly lift and/or move 0-20 lbs.

Employee Signature Print Date

Executive Director Signature Print Date