Description of Responsibilities

Position: Social Worker
Reports to: Director of Social Work

Position Description:
The School Social Worker works in close collaboration with the Director of Social Services and the team of specialized service providers. He or she will work as a liaison to the Chicago Public Schools Office of Specialized Services and the in-house team, on Response to Intervention (RTI) and the development of Individual Education Plans to assure that the clinical and psycho-educational needs of our students are being met. The School Social Worker is immediately accountable to the Director of Social Services and the Principal. The duties of the social worker include the following:

General Responsibilities

Duties include:

- Assess primary needs of students, parents, and faculty in relation to each student and determine most relevant corresponding educational and preventive services
- Provide individual, group, and family counseling services
- Maintain confidential, current, and thorough records and case notes
- Conduct intervention meetings to offer recommendations for growth and to develop intervention plans responding to the individual needs of students
- Participate in School Based Problem Solving process for students in need
- Work as liaison between CPS staff and Catalyst school to assure continuity of care, develop academic and behavior plans for students
- Facilitate educational and preventive programs for entire classrooms when this would be the most helpful strategy
- Maintain clear and consistent communication with Teachers, Dean of Students, Assistant Principal, and Principal with regard to students needs
- Provide referrals to, and collaborate with, outside agencies, hospitals, or programs which Catalyst students may be a part of
- Develop and implement treatment plans with students
- Complete psychosocial assessments for referred students
- Lead Homeless Education Liaison responsibilities
- Utilize evidenced based practice and interventions with students
- Other duties as assigned by the Principal

Qualification
1. Master's degree in Social Work (MSW) Required
2. Type 73 Certification Required
3. Excellent communication, literacy, and technology skills