

# Allegheny Intermediate Unit

## Home and School Visitor - (2100003T)

### Description

1. Develop positive interpersonal relationships between members of the student services team, reintegration specialists, juvenile probation, Allegheny County Court officials, public defender's office and external referral agencies, community and neighborhood organizations, and individuals involved in the student's home-life, to facilitate optimal schooling opportunity and personal development of the pupil;
  2. Provide individual/social casework/consultation to students, families and school and agency staff.
  3. Investigate family problems;
  4. Assist staff in collaborating with community resource providers and social work agencies;
  5. May serve as attendance/truancy officer, who is able to investigate reasons for school absences by pupils, enforce compulsory attendance provisions, and prevent incorrigible, insubordinate or disorderly conduct of students during school, or on their way to or from school;
  6. Provide for students' needs through appropriate referral to a certified school psychologist or school counselor.
  7. Receive and act in a timely manner on assignments made by the Principal or Program Director.
  8. Serve as a resource to school staff and families for referral to appropriate community resources and assist these individuals to access the services.
  9. Deliver presentations and training to groups of students, school staff and families on topics pertaining to the education setting such as crisis prevention, home-school relationships and mental health related issues.
  10. Maintain regular communication with Principal, Program Director and juvenile probation through submission of a detailed weekly schedule and professional communication as directed.
- Available to provide services on an itinerant basis as needed.

### Qualifications

1. Pennsylvania Social Worker License required  
Updated 6/23/2021
2. Home and School Visitor Certification (Pk-12) required
3. At least three (3) years of experience in a clinical and/or school setting preferred
4. Knowledge of educational systems required
5. Knowledge of community support agencies required
6. Knowledge of the juvenile justice system required
7. Knowledge of restorative practices preferred
8. Demonstrated ability to use technology as a means of communication and document as required.
9. Excellent organization skills, initiative, and an ability to work with limited supervision.
10. Self-motivator, independent, cooperative, flexible, creative, and responsible.
11. Ability and experience working as a member of a team.
12. Skilled in the use of Microsoft Office Suite including Word, PowerPoint, Excel, and Outlook, and willingness to experiment and work with new technologies.
13. Ability to travel.
14. Ability to comply with the AIU Conduct Policy.

**Primary Location:** US-Pennsylvania

**Job:** AIU JOB family

**Organization:** Allegheny Intermediate Unit

**Schedule:** Regular

**Shift:** Standard

**Job Type:** Full-time

**Job Level:** Day Job

**Posting Date:** Jul 13, 2021

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