

IMMEDIATE POSTING

AUGUST 24, 2022

WOODLAND HILLS SCHOOL DISTRICT

POSITION TITLE: Social Worker/Home School Visitor
BUILDING: Edgewood Elementary
REPORTS TO: Director of Special Education

PURPOSES OF POSITION

To aid in the accomplishment of the overall success of students in the Woodland Hills School District by addressing issues of attendance, truancy, residency verification, homelessness and accessing community resources and services.

QUALIFICATIONS

Prior experience as a Home and School Visitor in a public school setting desirable. **Valid certification as a Home and School Visitor as issued by the Pennsylvania Department of Education. MSW/LSW is required.**

ESSENTIAL JOB FUNCTIONS

1. Minimizing student attendance issues and verifying student residency requirements.
2. Strengthening school and community relationships.
3. Assisting parents/family with accessing community services.

CRITICAL SKILLS/EXPERTISE

1. Conferring directly with parents/guardians on school attendance problems.
2. Conferring directly with parents/guardians on repeated disciplinary problems when necessary.
3. Cooperating with teachers, counselors, nurses, school psychologists and principals to assess student problems with participation in the building's E/SAP teams as appropriate.
4. Obtaining information from home visits concerning student's background and home situation and counseling parents/guardians in establishing a more favorable attitude for improving school attendance.
5. Helping parents/guardians understand the school rules, regulations and programs of the district.
6. Assisting the homeless children/youth to participate in the educational programs of the district.
7. Serving as a liaison between the school and other social/governmental agencies.
8. Assisting buildings with initiating charges at magistrate's office on attendance violations and representing the district at such hearings as necessary/appropriate when needed.
9. Assisting all children in making a better adjustment to school.
10. Maintaining accurate records and logs as required by the school district and state laws.
11. Facilitate the creation of truancy elimination plans.
12. Conduct truancy elimination plan meetings.
13. Oversee implementation of truancy elimination program.
14. Perform any other tasks and duties as assigned by the Superintendent or Director of Pupil Personnel Services

NON-ESSENTIAL JOB FUNCTIONS

Attend department and monthly counselors'/nurses' and E/SAP team meetings.
Attend regularly scheduled building meetings with principals/counselors regarding above issues.

TERMS OF EMPLOYMENT

In accordance with Collective Bargaining Agreement.

EVALUATION

In accordance with the Collective Bargaining Agreement and the approved rating form.

Candidates must apply through our applicant tracking system (<https://www.applitrack.com/wbsd/onlineapp>) and submit a resume and cover letter to be considered for an interview. Official transcripts and certification, PA Criminal, Child Abuse and FBI clearances, as well as a current physical, TB Test and drug test will be required upon hire. This posting will expire at 3:00pm on August 31, 2022.