



Position Title: School Social Worker – Special Education
Bargaining Unit: Grand Rapids Education Association (GREA)
Salary: Determined by the collective bargaining agreement and a comprehensive benefits package
Earning Days: Determined by the negotiated calendar

GRPS MISSION: Our mission is to ensure that all students are educated, self-directed and productive members of society.

SUMMARY OF POSITION: The school social worker/ provides quality services and expertise on issues ranging from program design, assessment and intervention with students. The social worker provides support in the area of academic, emotional, behavioral and social success for students. Coordinates and networks with community agencies.

Comply with Michigan Special Education law/requirements that impact School Social Workers. Implementation of RTI/PBIS.

ESSENTIAL JOB FUNCTIONS - *Essential functions under the Americans with Disabilities Act may include any of the following duties, knowledge and skills. This list is illustrative only and is not a comprehensive listing of all functions and duties performed by employees in this position. Regular on time and in person attendance is an essential function of this job. Other essential functions may include, but are not limited to the following:*

JOB FUNCTIONS:

- Conduct diagnostic evaluations, writes reports, and participates fully in IEPs with parents and school teams.
- Report on student progress towards goals and objectives during each reporting period.
- Provide/uses data collection system for functional assessment/positive behavior support.
- Collect, analyzes and graphs data.
- Participate/provide professional development in the implementation of PBIS school-wide process.

- Comply with timelines, laws, and regulations as it relates to district, state, and federal policies and procedures.
- Work cooperatively with staff in the development of goals and objectives.
- Comply with Special Education referral and IEP timelines.
- Provide social work services as indicated on each student's IEP.
- Report progress to parents as scheduled in individual student IEPs.
- Maintain accurate records/timelines of progress and service.
- Maintain confidentiality at all times.
- Conduct classrooms and small group social skills building teams. Conduct individual therapy sessions tied to IEP goals.
- Collaborate with teachers to support positive practices within the classroom.
- Conduct observations of student behaviors and provide feedback using feedback protocols.
- Lead behavior intervention teams in assigned schools. Provide professional development and coaching to staff on PBIS and support plans.
- Comply with Master Agreement between the GRPS Board of Education and Grand Rapids Education Association.
- Participate in building Instructional/Intervention Strategies.
- Participate in meetings as directed by Special Education Administrator.
- Participate in district-wide School Social Work meetings, as directed by Special Education Administrator.
- Provide "Crisis Intervention" support throughout the district, if assigned to the Crisis Team.
- Complete Medicaid documentation, monthly.
- Support school leadership with developing and implementing Positive Behavior Support structures within the school.
- Use technology tools to support student self-management needs.
- Conduct parent training sessions related to student needs.
- Work collaboratively with school initiatives that support intervention strategies for student success.
- Conduct initial evaluations of students suspected of having an emotional impairment or with social-emotional concerns.
- Conference with parents and classroom teachers.
- Collaborate with all service providers, general education teachers and other staff to support and provide documentation for the review of existing evaluation data (REED) process.
- Establish communication systems between social worker and individual buildings, teachers, and parents.
- Provide home-based activities, when appropriate.

- Provide support to teachers in the development of Positive Behavior Support plans.
- Work cooperatively with community agencies involved with students and families.
- Provide professional development for school-based staff on data collection and PBIS structures that impact student learning.
- Participate in professional development opportunities.
- Support individual School Improvement Plans.

REQUIRED QUALIFICATIONS:

- Master's degree in social work.
- Demonstrated use of technology for work related and student intervention sessions.
- Demonstrated knowledge of Grand Rapids curriculum.
- Demonstrated knowledge of PBIS.
- Full approval by the Michigan Department of Education as a Licensed School Social Worker.
- Ability to read, analyzes, and interprets general business periodicals, professional journals, technical procedures or governmental regulations.
- Ability to write reports, business correspondence, and procedure manuals.
- Ability to effectively present information and respond to questions from groups of administrators, staff and the general public.
- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume.
- Ability to apply concepts of basic algebra and geometry.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

ADDITIONAL QUALIFICATIONS:

- Ability to apply knowledge of current research and theory to instructional program.
- Ability to plan and implement lessons based on assessment and school objectives and the needs and abilities of students to whom assigned.
- Ability to establish and maintain effective working relationships with students, peers, parents and community.

- Ability to speak clearly and concisely in written and oral communication.

ADA REQUIREMENTS:

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is required to stand, walk, sit, use hands to finger, handle, or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk, hear (in a quiet or noisy environment). The employee must occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision and ability to adjust/focus.

WORK ENVIRONMENT:

The noise level in the work environment is usually loud to moderate. Work is performed indoors although there will be required outdoor activities. The employee is directly responsible for the safety, well-being and work output of students.

MENTAL FUNCTIONS:

While performing the duties of this job, the employee is required to compare, analyze, communicate both orally and in writing in the English language, copy, coordinate, instruct, compute, synthesize, evaluate, use interpersonal skills, compile and negotiate.

METHOD OF APPLICATION:

Grand Rapids Public Schools manages employment applications online. Applications must be completed online at <https://grps.tedk12.com/hire>. No hardcopy applications/resumes will be accepted for this position. Computer terminals are available in the GRPS Franklin Campus lobby from 8:00am – 4:00pm, Monday-Friday, for applicant use (Monday – Thursday during the summer).

Non-Discrimination

The Grand Rapids Public Schools will not discriminate against any person based on race, sex, sexual orientation, gender, gender identity and expression, height, weight, color, religion, national origin, age, marital status, pregnancy, disability or veteran status.

Americans with Disabilities Act accommodations: Assistance with the application process may be requested through the Human Resources Department at [616 819-2022](tel:6168192022) or humanresources@grps.org