

SCHOOL CASEWORKER

DISTINGUISHING FEATURES OF THE CLASS:

The incumbent in this position provides case work services for students and their families to assist with their emotional, social and environmental difficulties. The work is performed under the supervision of the School Superintendent and in consultation with the Superintendent; the incumbent formulates and carries out plans to meet the student's needs. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Identify the need for services, through in-depth discussions with students and/or families;
Maintain liaison with various agencies to which students and/or families may be referred;
Formulate, implement and monitor plan to meet the needs of the student and/or family, working closely with other staff personnel and administrators;
Provide counseling to help the student and/or family to acquire coping skills needed to solve problems;
Establishes a relationship with students and/or families, to persuade them to avail themselves of recommended social services.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of Federal, State and local social and human service programs;
Ability to establish positive relationships with students, parents, staff; good judgment;
Emotional maturity;
Tact.

MINIMUM QUALIFICATIONS:

- a) Graduation from high school or possession of an appropriate equivalency diploma recognized by the NYS Department of Education, AND
- b) Graduation from a regionally accredited college or university, or a New York State registered four-year college or university, with a Bachelor's degree in Psychology or Human Services or higher, with a minimum of two years of casework experience.



Competitive
School
October 21, 2010
August 16, 2017