

Classification: Certificated

Location: Assigned School(s)

Reports to: MTSS Director

FLSA Status: Exempt

Employee Group: EEA

This is a standard position description to be used for certificated teaching positions with similar duties, responsibilities, classification and compensation. Teachers assigned to the position description may or may not be assigned all of the duties identified herein.

This job description does not constitute an employment agreement between the district and employee and is subject to change by the district as the needs of the district and requirements of the job change.

Part I: Position Summary

Supports the emotional and social adjustment of students so they can learn more effectively and become responsible citizens. The position involves helping students deal with their relationships with others and helping them solve personal, family and community issues.

Part II: Supervision and Controls over the Work

Work is typically performed in a classroom environment, but it may also be necessary to make home visits. Must deal with a wide range of student achievement and behavior; required to shift tasks and priorities; may need to stand for prolonged periods; must be able to deal with distraught or difficult individuals; will need to attend evening/weekend meetings or activities; potentially exposed to ordinary infectious diseases carried by students.

Part III: Major Duties and Responsibilities

1. Teaches students social skills, communication, problem solving, conflict resolution, mediation, multi-cultural awareness and sexual harassment prevention.
2. Diagnoses student issues, reviews eligibility requirements, helps complete forms and applications, arranges for services and follow-through to assure the services are helpful.
3. Establishes and support specialized groups such as friendship groups, children of divorce groups, grief management groups, etc.
4. Provides crisis intervention, counseling, CPS (Children's Protective Services) referrals and follow-up.
5. Assists with discipline issues in the absence of the Principal and/or Assistant Principal.
6. Consults with teachers and staff regarding behavior management of students. Develops individual student contracts.

7. Provides support services for parents in the form of parenting classes, behavior management and intervention techniques, and information regarding the availability of community services, books, videos and other resources.
8. Supports career awareness options; understand and help cultivate students' strengths.
9. Participates in multi-disciplinary assessments for areas such as academic, intellectual, learning styles, behavioral and social, emotional and health needs.
10. Works with students to implement and monitor IEPs (Individual Education Plans).
11. Evaluates and records student progress; collect and interpret a variety of data; prepare reports.
12. Develops and maintains professional competency through in-service education, coursework or professional growth activities.
13. Serves on staff committees as required.
14. Uses computers and related technologies.

Performs other duties as assigned.

Part IV: Minimum Qualifications

1. Must have successful experience in working with culturally diverse families and communities, or have otherwise demonstrated a commitment to strengthening engagement of a diverse community and skill in communicating with a diverse population.
2. Successful completion of a teacher certification program at an accredited college or university, and valid Washington state certification(s) and/or endorsement(s).
3. Valid Washington State ESA (Educational Staff Associate) certification as a social worker.
4. Master's degree and social work and experience working with students.
5. Knowledge of current theories and methodologies of effective student and family interventions, crisis management and behavior modification; State and Federal regulations regarding special education, custody and other family issues, recordkeeping, etc.; community support resources and family service agencies.
6. Ability to approach situations with an objective, yet sensitive, attitude; provide instruction to parents regarding the use of behavior management and intervention techniques, parenting skills, and availability of community resources.

7. Ability to handle confidential matters and information in a professional manner, including obtaining, clarifying and exchanging information; communicate effectively with co-workers, students, parents and the public; establish cooperative working relationships with District staff to enhance the completion of assigned tasks; work independently and as a member of a team; maintain high standards of professionalism and diplomacy; work in an atmosphere where interruptions occur frequently and priorities are often modified, using a high degree of flexibility.
8. Any position specific special qualifications indicated in the recruitment process.

Part V: Desired Qualifications

1. Bilingual skills.

Part VI: Physical and Environmental Requirements of the Position

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

Frequently required to sit, talk, move about, hear and speak, and be visually observant of classroom behavior and learning activities.

Regularly lift and carry items weighting up to 50 pounds or more and occasionally lift, restrain, or move up to 100 pounds – most typically when required to intervene in student safety issues.

Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Noise level in work environment is usually moderate, or consistent with subject being taught, but can be abnormally loud on occasion.

May occasionally work in outside weather conditions and be exposed to wet and/or humid conditions, temperature fluctuations, fumes or airborne particles, toxic or caustic chemicals commonly used in instruction and/or cleaning. May be exposed to blood or other potentially infectious materials during course of duties. May be exposed to infectious disease as carried by students.

May be required to travel on school owned or leased vehicles while supervising and assisting students.