**NESHOBA COUNTY SCHOOL DISTRICT**

**JOB DESCRIPTION**

**POSITION TITLE:** Social Worker

**TITLE OF SUPERVISOR:** Principal

**SALARY:** Salary is reflective of the Neshoba County School District salary schedule.

**QUALIFICATIONS:** As set by the Superintendent and School Board of the Neshoba County School District.

**GENERAL RESPONSIBILITIES:**  To help students resolve personal, emotional, behavioral, and social problems that may be interfering with their inability to adjust to school and their capacity to enjoy the fullest benefits of the education offered to them.

**DESCRIPTION OF DUTIES:**

1. Monitors and evaluates progress toward accomplishments of goals and objectives both professionally and for students provided services.
2. Uses student data to identify program and student needs
3. Develops goals, objectives, programs, and operations that are coherent with Neshoba County School District’s vision, mission, and goals.
4. Ensures that program plans are consistent with school district strategic plan.
5. Organize daily, monthly and yearly schedules to facilitate learning and teaching in the schools.
6. Communicates high expectations of students, staff, and parents/guardians.
7. Performs casework service with individual students to combat personal, social, behavioral, or emotional maladjustments.
8. Performs casework service with parents as an integral part of the task of helping students.
9. Works to enhance parents understanding in participating in the student’s problem.
10. Educates parents, school personnel, and other parties on resources available.
11. Consults and collaborates with school personnel in gathering and giving information on a case.
12. Supervises the referral of students to such outside agencies such as Welfare Department, Justice Court, Mental Health, etc…
13. Serves as a liaison between the school, parents, health care agencies, and law enforcement etc…
14. Makes home visits for the purpose of gathering helpful information on students.
15. Serves as a liaison between home and school, when follow-up is necessary.
16. Maintains records in compliance with state and federal requirements.
17. Ensures that standards related to privacy issues are maintained.
18. Performs other duties as assigned by supervisor.