

**SOCIAL WORKER II
COMMUNITIES IN SCHOOLS
SOCIAL SERVICES**

GENERAL STATEMENT OF JOB

The Caldwell County Department of Social Services partners with the Communities In Schools program in that DSS provides the Social Work staff for the CIS program. The Social Worker is assigned to various CIS sites/schools in Caldwell County and is responsible for providing social work services to the students in the CIS program. Emphasis is placed on alleviating or preventing problems which cause children to drop out of school.

Examples of Duties Performed

The CIS Social Worker makes weekly visits to each CIS site/class room. This SW makes referrals to various community resources that may help a CIS student or their family. This SW assesses the various strengths and needs of CIS students and provides appropriate intervention services. This SW works with school staff, DSS staff and other professionals on a daily basis to promote the success of the CIS student. Arrange/provide transportation to clients for necessary services as needed. Make home visits as needed. Advise/counsel students with social service needs. Attend CIS and DSS meetings as required. Complete, maintain and turn in all needed documents and paperwork. Help with other DSS duties as needed.

Recruitment Standards

Knowledge, skills, abilities:

Professional communication, writing and assessment skills are needed. Considerable knowledge of community resources and referral processes is helpful. Skill in instructing, mentoring and leading group/student activities is needed. Skill is needed in discussing sensitive, emotional topics in a supportive manner and providing inter-disciplinary liaison services. Good organizational and time management skills needed.

Minimum Education/Experience

A Bachelor's degree from an accredited school of social work and one year of experience in social work, counseling or a related human services field; or a bachelor's degree in a related human services field with two year's experience in a social work, counseling or a related position.