

# Posting

(Vacancy Announcement)

**Position Title:** Social Worker

**Posting Date:** November 12, 2009

**Deadline:** Until Filled

**Location:** District-wide

**Salary Range:** \$37,224-\$54,125

**Length of Work Year:** 188 days

**Education** Master's degree in social work from an accredited college or university.

(Certification/License) Valid Texas license as a master social worker granted by the Texas State Board of Social Worker Examiners.

**Experience:** Two years experience in social work.

**Special Knowledge/Skills:**

- Knowledge of individual and group counseling skills.
- Knowledge and skill in casework methods.
- Strong consultation skills for conferencing with teachers, parents, and students.
- Knowledge of prevention and intervention strategies, including behavior management interventions.
- Awareness and ability to access community resources.
- Excellent organizational, communication, and interpersonal skills.
- Conduct group and individual counseling sessions to enhance social development of students and provide peer support in accepting responsibility for their actions, overcoming crisis, resolving conflict, improving attendance, decision-making skills, etc.
- Perform casework service with parents to increase the parents' understanding, their constructive participation in resolving their child's problems, and their knowledge and use of available and appropriate resources.
- Refer school staff and parents to community resources.
- Coordinate and integrate school and community resources.
- Facilitate communication between school personnel and students, parents, and the community.
- Provide crisis support and counseling to students, parents, and school staff.
- Make home visits to gather information relating to students.
- Identify and explore causes of students' dysfunction as it relates to the home, school, and community.
- Arrange for medical, psychiatric, and other tests and examinations that may disclose causes of difficulties and indicate remedial measures.
- Participate in the Admission, Review, and Dismissal (ARD) Committee to assist in interpretation of assessment data, appropriate placement, and goal setting for students according to district procedures.
- Assist school personnel in helping students explore alternative education programs and career counseling.
- Serve as consultant to school personnel regarding students or situations that are not referred for direct district or outside services.
- Assist in the planning and implementation of parent involvement activities.
- Develop and conduct parenting training and support groups.
- Consult with parents regarding their children's academic performance, behavior, and needs.
- Inform students and parents of their rights and responsibilities under federal and

Contact Numbers

PH: (409) 989-6282; (409) 989-6251; FX (409) 983-2733; [www.paisd.org](http://www.paisd.org)



**Send Application and Information to:**

Department of Personnel  
P.O. Box 1388  
Port Arthur, TX 77641-1388

state law including compulsory attendance.

- Create an environment conducive to learning and appropriate for the maturity level and interests of students.
- Establish control and administer discipline according to the Student Code of Conduct and student handbook.
- Support campus goals of prevention to maintain a healthy and safe school environment.
- May supervise persons completing practicum or internship through a college or university program.
- Develop and maintain effective individual and group relationships with students and parents.
- Develop and coordinate a continuing evaluation of social work services and make changes based on the findings.
- Compile, maintain, and file all physical and computerized reports, records, and other required documents.
- Comply with policies established by federal and state laws, State Board of Education rule, and board policy.
- Comply with all district and campus routines and regulations.
- Participate in professional development activities to improve skills related to job assignment.
- Maintain a positive and effective relationship with supervisors.
- Effectively communicate with colleagues, students, and parents.
- Perform other duties and functions as assigned by the Principal.
- Mental Demands/Physical Demands/Environmental Factors:
- Maintain emotional control under stress. Regular districtwide travel to student homes and multiple work locations as assigned. May be required to lift and transfer students to and from wheelchair or assist with positioning students with physical disabilities.

**Application Procedures:**

**District Employees:**

Letter of Interest and updated résumé.

**Contact Person:** Jimmy Wyble

**Non District Applicants:**

1. Letter of Interest for each position.
2. Current résumé.
3. Completed application.
4. Copy of transcript(s).
5. Criminal record release.

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