

STUDENT SERVICES CASE WORKER – MADISON COUNTY ROE #41

9 MONTH POSITION

REPORTS TO:

1. Student Services Director
2. ROE Superintendent
3. ROE Assistant Superintendent
4. Principal

GENERAL QUALIFICATIONS:

1. B.S. in Social Work, Counseling, or related field
2. Prior experience supporting clients' social emotional needs
3. Demonstrated successful communication and coordination of large projects

RESPONSIBILITIES

1. Articulate the vision of the various ROE based educational programs to schools, families and students across Madison County.
2. Provide the best educational program possible by collaborating with ROE staff, Madison County Mental Health Department and other districts on the enrollment, goal setting and engagement of students within curriculum.
3. Support social emotional interventions for families and learners identified through ROE programs such as McKinney Vento, TAOEP, Remote Learning, etc.
4. Support social emotional needs of students at the RSSP.
5. Collaborate with Madison County Mental Health Department to utilize local resources and refer families and students to those resources based on their individual needs.
6. Coordinate the collection, analysis and dissemination of various forms of data for the purpose of school improvement work, grant requirements and improving educational opportunities for all ROE based educational and intervention programs.
7. Maintain a high standard of ethics in all professional relationships.
8. Work in a cooperative manner with students, parents, and staff members to promote and provide leadership for all ROE based educational programs.
9. In collaboration with Student Services Director and Truancy Officers to facilitate the TIPPS program (speakers, communication with families, documentation for court, etc.)
10. Perform other duties as assigned by the Regional Office of Education.

PHYSICAL DEMANDS:

1. Dexterity of hands and fingers to operate a computer keyboard.
2. Sitting or standing for extended period of time.
3. Occasional reaching, kneeling and bending.

4. Hearing and speaking to exchange information.
5. Seeing to read a variety of materials.
6. Lifting and carrying of supplies and materials up to 15 pounds.
7. Ability to work in a fast-paced, noisy and distracting environment.
8. Ability to perform multiple tasks simultaneously.
9. Driving a vehicle to conduct work.
10. Ability to perform CPI restraints if necessary.