

BRANCBURG TOWNSHIP SCHOOL DISTRICT
Branchburg, New Jersey

JOB DESCRIPTION

Job Title: District Mental Health and Well-Being Social Worker
Reports To: Director of Educational Programs and Student Support Services
Contract Terms: BTEA; 10 Month Contract

Qualifications:

- Valid New Jersey Educational Services certificate with school social worker endorsement or eligibility
- Knowledge of NJAC 6A:14

Job Goal: The District Mental Health and Well-Being Social Worker functions as district employee to enhance the mental health and educational well-being of the student by dealing with home, school and community conditions which interfere with a student's learning.

Performance Responsibilities:

- Assesses a student's status in terms of personal and family history, socio-economic and cultural influences.
- Assesses the configuration of factors within the home, community and school as related to a student's current social and academic adjustment as well as educational, social, and well-being.
- Participates actively in educational and social planning for exceptional students.
- Assists in implementation and follow up on recommendations for individual students in cooperation with the school team and parent.
- Maintains an as-needed relationship with families for purpose of:
 - sharing information regarding educational planning, well-being, and mental health programming for the student.
 - providing appropriate understanding and emotional support of families
 - identifies community resources based on family need
- Initiates, facilitates and maintains liaison with community agencies, out-of-district private and public schools and other resources to meet special needs.
- Consults with administration and staff regarding school and home.
- Maintains an awareness of current trends and societal changes and appropriately applies this information in a way that best serves the needs of pupils..
- Maintains appropriate records and adheres to adopted operating procedures of the Branchburg Township School District.
- Conducts Social Skills Groups and/or Parent Support Groups as necessary. May implement other groups as the needs arise.
- Participates on the district Crisis Response Team
- Participates in Guidance Meetings when learners with special needs are discussed.

- Uses professional knowledge to implement a variety of services for the targeted learners
- Plans, coordinates, and manages programs and services consistent with established guidelines, policies, and procedures
- Demonstrates behavior consistent with legal, ethical, and professional standards, contributes to the profession, and engages in professional growth
- Carry out duties which include:
 - Liaison for parents, teachers, and administrators
 - Monitor implementation of plans
 - Hold monthly meetings with teachers for the purpose of staying informed of student progress and in preparation of upcoming meetings
- Work collaboratively with other staff members and meet on an ongoing basis to discuss program and learner needs
- Performs other duties within the scope of his/her employment and certification as may be assigned.

Evaluation

- In accordance with state regulations, Board of Education policy, and agreement between Board of Education and the Branchburg Township Education Association

Board of Education Approved: June 22, 2023

Board of Education Revision Approved: September 7, 2023