**Job Description**

Social Worker

9/2019

**Position Title: Social Worker**

**Reports To:** Program Director

**Job Summary:** Provides family resources coordination, developmental screening and evaluation services, using an interdisciplinary, family-centered and culturally competent approach, to assist in determining the type and level of support and services needed by the family. Needs may include further assessment, crisis intervention, parent-child therapy, parent education, and other direct services. Provide behavioral/mental health consultation to community childcare providers. Provides staff counseling and crisis intervention as needed.

**Essential Functions:**

1. Provides evaluation and assessment services
	* Determines developmental levels, family strengths and needs
	* Consults with team regarding psycho-social issues, utilizing expertise in infant mental health and family dynamics
2. Plans, organizes and implements treatment plans
	* + Provides parent-child therapy as needed
		+ Provides strategies and techniques to address behavior concerns
		+ Provides individual parent coaching as needed
		+ Provides crisis intervention as needed
3. Provides family resources coordination
	* Informs families of advocacy, support services, funding sources and community resources
		+ Completes 6-month, and Annual IFSP in coordination with all team members
		+ Completes and maintains WA Family Resources Coordination certification
4. Maintains professional credentials
* Attends appropriate trainings/seminars to enhance knowledge/skills
* Continually upgrades knowledge of current research materials
* Maintains WA registration/licensure
* Maintain client confidentiality
1. Other duties as assigned
	* Provides in-service training as requested
	* Provides staff support as needed
* Provides community outreach and training upon request.
* Collects semi-annual Parent Satisfaction Surveys

**Other Functions:**

**1.** Employee is dependable and takes initiative in job duties

2. Employee communicates effectively with co-workers and consumers

3. Employee attends to accuracy and thoroughness of paperwork

4. Employee knows the Agency Mission and is Mission oriented

**Required/Preferred Work Experience and/or Training:**

1. Master’s Degree in Social Work
2. Experience working with children with special health care or developmental needs and their families
3. Experience providing family therapy
4. Infant Mental Health Endorsement

**Required Knowledge, Skills and/or Abilities:**

1. Knowledge of infant mental health/parent-child interaction and attachment issues
2. Knowledge of techniques to address behavior concerns
3. Knowledge of sensory integration and self-regulation in young childern
4. Knowledge of Washington State Special Education regulations and/or Federal Early Intervention law/Individual Education Plan/Individual Family Service Plan process
5. Knowledge of typical and atypical child development and developmental screening
6. Knowledge of community resources
7. Awareness of family economic and cultural issues as they relate to early intervention
8. Ability to make home visits
9. Working knowledge of computer applications

**Required Licenses/Certification:**

* Master’s in Social Work
* Social Work License

**Physical Demands:**

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| --- | --- | --- |
|  | **General Physical Demands** | **Critical for Job** |
|  | Climbing Stairs | Yes |
|  | Bending/Twisting at Waist | Yes |
|  | Kneeling/Squatting | Yes |
|  | Crouching | Yes |
|  | Reaching Above Shoulder | Yes |
|  | Repetitive Arm/Hand Motion | Yes |
|  | Handling/Grasping | Yes |
|  | Fine Finger Manipulation | Yes |
|  | Talking – In Person | Yes |
|  | Talking – On Phone | Yes |
|  | Hearing | Yes |
|  | Seeing | Yes |

|  |  |
| --- | --- |
| **Strength** | **Critical for Job** |
| Sitting (*paperwork,meetings*) | Yes |
| Standing | Yes |
| Walking | Yes |
| Driving (*providing home visits*) | Yes |
| Lifting (*40+ pounds*) | Yes |
| Carrying (*40+ pounds*) | Yes |
| Pushing/Pulling | Yes |

Toxic Chemicals: Bleach is used to clean toys, etc. Must be able to tolerate exposure to chlorine bleach

Types of equipment/machinery or tools used on the job: vehicle to provide home visits, computer, telephone, copier, utensils and fabricated equipment.

Personal Protective Equipment required: gloves when cleaning up potentially hazardous or infectious materials; protective mask when performing CPR

I have reviewed this job description and feel I can perform the essential functions and physical demands with or without accommodation.

Employee:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor/Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_