



BENJAMIN FRANKLIN HIGH SCHOOL

AT THE KATHERINE JOHNSON CAMPUS

Job Title	Social Worker/Mental Health Professional	Work Year	11 months
Department	Student Support Services		
Supervisory Reporting	Principal		

Professional Expectations

- Professional development - show initiative in increasing present skills and learning new ones.
- Dependability - on time and on task throughout the day, and complete tasks in a timely manner.
- Cooperativeness - positive attitude with others; cooperative and helpful with co-workers; foster an open and trusting work environment.
- Professionalism - maintain appropriate boundaries with students; dress appropriately; maintain confidentiality; use appropriate channels of communication to express concerns; accept responsibility.
- Adaptability - accept and apply constructive feedback; demonstrate flexibility to meet new needs or challenges, and to incorporate new ideas; suggest better ways to do things.
- Communication - respond in a timely manner to phone and email messages; communicate effectively with staff, students, and parents; listen carefully and ask questions when needed; clear and accurate verbal and written communication.
- Decision-making/problem-solving - make sound and timely decisions by analyzing facts; reach logical conclusions by use of foresight and planning; independent, but seek help from the right source when appropriate; prompt response to safety and security concerns.
- Service to Franklin - act as an ambassador in any setting, supporting both the school's mission and handbook; support students in both the context of the job and involvement in their extra-curricular and co-curricular activities.

License Expectations

- Required licensure: LMSW, LCSW, LPC, PLPC, or LPC

Job Specific Expectations

Clinical Mental Health Counseling

- Provides mental health and wellness services and programs that foster pro-social skills and appropriate behavior.
- Develops and implements treatment plans; conducts clinical interviews, assessments, observations, and writes clinical reports; provides individual, group, and family therapy services.
- Reviews referrals of students who need intensive mental health services; makes recommendations for behavioral health therapy services.
- Maintains documentation regarding students served and services provided.
- Completes psychosocial assessments to assist in the determination of special education services.
- Maintains and facilitates communication with and between families, mental health staff, and providers.
- Service students who are currently in crisis.

School-Wide Support

- Identifies the mental health and behavioral needs of students.
- Conducts crisis and/or risk assessment and response.
- Provides support in the development of behavior support plans.
- Manages homebound student services.
- Attends parent/student conferences as needed.
- Communicates and collaborates with academic counselors, faculty, staff, and administration as needed.
- Participates in IEP staffing and serves on the SAT team, which includes the initial screening process, when indicated.
- Identifies and assesses academic problems through analysis of factors impinging on student adjustment, including factors in the home, school, and community.
- Provides referrals to outside organizations as needed.
- Implements a system of universal screening in coordination with the school-wide system of social-emotional supports for early identification of students at risk.
- Promotes regular school attendance of students through ongoing attendance monitoring at school, counseling with students and their parents, and consulting with school personnel regarding the effectiveness of the school's attendance incentive plan and seat-time recovery.
- Acts as the school's McKinney-Vento Liaison by attending meetings, maintaining paperwork/data, meeting with identified students monthly, and providing required services to McKinney-Vento students.

Instructional Leadership

- Provides training to students, parents, and staff in behavioral and social-emotional related preventions, interventions, and curricula.
- Engage in professional developments that will enhance knowledge within the role and maintain state licensure.

Physical Requirements of the Position (list any that occur on a regular basis). Accommodations will be provided
Required to exert physical effort in handling objects more than 35lbs. rarely.
Required to use motor coordination with finger dexterity (such as keyboarding, machine operation, etc.) part of the day.
Required to be exposed to a physical environment which could involve dirt, odors, noise, weather extremes, or similar elements rarely.
Normal setting for a job is an office/school setting.