

## SOCIAL WORKER VACANCY CIRCULAR

**School Name:** Yorkville East Middle School

**District:** 02

**School Site:** 1458 YORK AVENUE, MANHATTAN, NY 10075

**Send Cover Letter and Resume to:** middleschool177@gmail.com

### POSITIONS

Social Worker

### DESCRIPTION

Yorkville East Middle School prepares students to be critical thinkers, effective problem solvers and powerful communicators in a rapidly changing 21st century world. We engage students in an education that broadens their interests and deepens their understanding of the world around them in both the social and physical sciences. By embracing academic rigor, student voice, collaboration, self-direction and empathy, our students will have the confidence, tenacity and skills for success.

We are seeking a social worker with extensive knowledge of adolescent development and a commitment to being a life-long learner. Other qualities include: the capacity to write and implement advisory curriculum and support the implementation of that curriculum by teachers, communicate with teachers, students and parents regarding both the middle school and high school application process, and create student and teacher schedules. As a middle school with holistic approach to education, we are seeking a guidance counselor that is committed to supporting our students' social-emotional and academic needs through small group advisories that will continue throughout students' three years at Yorkville East Middle School.

A 5-10-day summer planning institute will offer an essential opportunity for staff to be involved in developing the school's culture and instructional program. Because we believe that all staff members play an important role in the education of our students, the school will offer opportunities for social workers to support and participate in activities such as:

- After-school and/or Saturday tutoring programs, enrichment, sports, arts, and family programs
- In-house school committees and/or special programs
- Daytime professional development such as inquiry work and collaborative conversation among staff members
- Collaboratively planning a school-wide advisory curriculum for all grades

*Advance notice of dates will be supplied, and those who participate will be compensated according to the terms of the UFT contract. Staff participation in these activities is voluntary, although strongly encouraged, as they are very important to the development of the school.*

### ELIGIBILITY REQUIREMENTS

Licensed certified Social Worker in New York City schools, bilingual Spanish preferred, with satisfactory ratings and attendance.

### DUTIES AND RESPONSIBILITIES

Because roles in small schools are varied and complex, serious consideration will be given to applicants who demonstrate in their resume and cover letter experience and/or willingness to commit to the school's mission and core beliefs and to become involved in these essential aspects:

## **SOCIAL WORKER VACANCY CIRCULAR**

- Collaborating with staff members on the development of the socio-emotional developing based Advisory curriculum and provide support to teacher-advisors to develop the Advisory program and their skills as advisors
- Participating in regular faculty development, reflective practice, professional organizations, peer coaching and Critical Friends Group work
- Counseling students, individually and in groups, regarding discipline, social and emotional development, substance abuse, conflict mediation, and making appropriate referrals
- Maintaining regular and open communication with parents
- Developing and maintaining partnerships with participating educational institutions, industry partners, and community-based organizations to support school initiatives including job shadowing, internships, and other academic opportunities
- Organizing orientations (incoming freshman, college, and work fairs etc), workshops (PTA/at risk students, etc) and other public speaking events
- Providing strategies and work with teachers to promote social and emotional competence in the classroom
- Participating in community outreach events that foster healthy family involvement
- Working collaboratively with staff to ensure services are most effectively organized for students

### **SELECTION CRITERIA**

The successful candidate will demonstrate:

- Willingness to carry out the above duties and responsibilities
- Ability to collaborate with staff and participate in an Advisory program.
- Success in collaborating on AIS (Academic Intervention Services) team
- Success in forming successful partnerships with community-based organizations and other organizations that offer social and emotional supports to students
- Knowledge of or ability to make referrals for students in need of additional services or alternative placements
- Evidence of successful counseling strategies with regard to discipline, social and emotional development, substance abuse, and conflict mediation
- Ability to use NYCDOE systems
- Ability or willingness to develop conflict resolution programs including, but not limited to, restorative justice and peer mediation
- Ability to effectively communicate orally and writing with colleagues, parents, students, and the community
- Commitment to continuous professional growth (e.g. professional development, formal education, professional literature)
- Ability and/or willingness to learn to use Microsoft PowerPoint and Excel

In addition to the cover letter, resume, and interview, applicants must present three references including, if possible, one from a current supervisor. Other references might include a colleague with whom the applicant has collaborated, and/or a professional organization or staff development representative.

### **WORK SCHEDULE & SALARY**

As per Collective Bargaining Agreement