

## **SOCIAL WORKER VACANCY CIRCULAR**

**School Name: Sixth Avenue Elementary School**

**District: 02**

**School Site: 590 6th Avenue, MANHATTAN, NY 10011**

**Send Cover Letter and Resume to: ps340info@gmail.com**

### **POSITIONS**

Social Worker

### **DESCRIPTION**

P.S. 340 is a new, zoned elementary school supporting success for all of our children by focusing on investigation, questioning and active learning. We do this through hands-on, project based content studies in social studies and science integrated with literacy instruction. We are dedicated to educating our children to be serious thinkers and intellectually curious students. We work in collaboration with our families and community, and with the recognition and consideration of the diverse needs of our children. We are looking for a social worker with a commitment to educating young children, and the capacity to work as part of a team in a productive, helpful manner.

A 5-7-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:

- In-house school committees and/or special programs
- Daytime professional development such as inquiry work and collaborative conversation among staff members

*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 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:

- Practicing counseling to facilitate professional growth and collaboration that supports overall learning environment for students
- 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
- 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
- Organizing orientations (incoming freshman, college, and work fairs etc), workshops (PTA/at risk students, etc) and other public speaking events

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- Providing strategies and work with teachers to promote social and emotional competence in the classroom
- Providing support to teachers to assess and address students' social and emotional needs
- Participating in community outreach events that foster healthy family involvement
- Working collaboratively with staff and families to address attendance issues and help improve students' attendance
- 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
- Success in collaborating on AIS (Academic Intervention Services) team
- 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
- Experience collaborating on an interdisciplinary grade level team
- Ability or willingness to develop conflict resolution programs including, but not limited to, restorative justice and peer mediation
- Ability to provide strategies to staff in promoting social and emotional competence throughout the school
- Ability to intervene in crisis situations with verbal de-escalation techniques
- Strong leadership, interpersonal, and communication skills
- 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)

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