

SOCIAL WORKER VACANCY CIRCULAR

School Name: Herbert H. Lehman High School (08X405)

District: 08

School Site: 3000 East Tremont Avenue, Bronx, NY 10461

Send Cover Letter, Resume and Portfolio to: staffing@lehmanhs.com by April 8, 2016

(Subject to Budget Availability)

POSITIONS

Social Worker

DESCRIPTION

The mission of Lehman High School is encapsulated in our five core values “PRIDE”: **Professionalism, Rigor, Inquiry, Development, Engagement**. Our aim is to develop students’ critical reading, writing, speaking and listening skills. These academic competencies, grounded in rigor, emphasize college and career readiness and more importantly, build cognitive, aesthetic, moral, psychosocial and developmental capacity in each of our students so that they are prepared to be the architects of their lives and contributors to their community. Our arts, technology and engineering tracks are dedicated to ensuring that our students are provided with a myriad of opportunities to go beyond traditional core studies and partake in additional academic and artistic pursuits.

Our core values are rooted in academic complexity, collaboration, and social-emotional support systems. Taken together, they push our entire school community to enact our mission and speak collectively to what it is that we do inside and outside of the classroom to help our students meet their individual academic and personal goals.

A mandatory 5-day summer planning institute from August 29, 2016 to September 2, 2016 will offer an essential opportunity for staff to be involved in developing the school’s culture and instructional program. Additionally, the school will offer opportunities for teachers to participate in:

- After school and/or Saturday tutoring, enrichment, sports, arts, and family programs
- In-house school committees and/or special programs, other than mandated professional development and common planning time.

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

New York State Certified Social Worker, bilingual Spanish or Bengali preferred, with satisfactory ratings and attendance.

DUTIES AND RESPONSIBILITIES

Because roles in 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:

- Successful counseling strategies with regard to discipline-related issues, social and emotional

SOCIAL WORKER VACANCY CIRCULAR

development, substance abuse (if trained), and conflict mediation

- Having a growth mindset to continuously monitor progress and assess effectiveness in enhancing student socio-emotional well-being
- Counsel students—individually and in groups—regarding discipline, social and emotional development, substance abuse, conflict mediation, making appropriate referrals
- Initiate and maintain regular and open communication with parents, including community outreach events that foster healthy family involvement
- Develop 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
- Organize orientations (incoming freshman, college, and work fairs etc), workshops (PTA/at risk students, etc) and other public speaking events
- Work with teachers to demonstrate strategies that promote social and emotional competence in the classroom, and to assess and address students’ social and emotional needs.
- Providing support to teachers to assess and address students’ social and emotional needs
- Work collaboratively with staff and families to address attendance issues and help improve students’ attendance
- Work collaboratively with staff to ensure services are most effectively organized for students
- Actively participate in attendance and pupil personnel committee meetings and effectively create and implement plans of action for students whom the team identifies as those needing interventions

SELECTION CRITERIA

The successful candidate will demonstrate evidence of:

- Success in collaborating on attendance and pupil personnel committee
- Success in cultivating 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
- Successful counseling strategies with regard to discipline, social and emotional development, substance abuse, and conflict mediation
- Ability to use or willingness to learn NYCDOE systems, New Visions Data Tracking Tool, and communication platforms used at Lehman High School, including Google Apps and Skedula.
- Ability to develop conflict resolution programs including, but not limited to, restorative justice and peer mediation
- Clinical experience with addressing contemporary issues that affect youth living in high poverty communities
- Ability to share strategies to staff in promoting social and emotional competence throughout the school
- Success with students who exhibit academic, social, and/or emotional struggles
- Ability to intervene in crisis situations with verbal de-escalation techniques
- A growth mindset to continuously monitor progress and assess effectiveness in enhancing student socio-emotional development
- Success leading workshops and discussions with parents
- Strong leadership, interpersonal, as well as verbal and written communication skills
- Commitment to professional growth (i.e. conferences, formal education, professional reading)

SOCIAL WORKER VACANCY CIRCULAR

collaboration with the administration that will monitor progress and assess effectiveness in enhancing student development and achievement

In addition to the cover letter, resume, and interview, guidance counselor candidates may present supplemental materials which may include, but are not limited to, a professional portfolio of your activities and achievements.

WORK SCHEDULE & SALARY

As per Collective Bargaining Agreement

APPEALS PROCESS

For current DOE Internal Applicants Currently Serving at this School Only: All applicants will be notified, in writing, whether or not they have been selected by the Staffing Committee. Applicants who have not been selected shall be notified of how to appeal the Committee's decision, if they so choose. The decisions of the Staffing Committee shall be grievable and arbitrable using the same process and implemented in the same manner as the Expedited Arbitration Procedure for the SBO Transfer and Staffing Plan (including, but not limited to, Article 22E2 of the collective bargaining agreement covering teachers for 2000-2003 and the practices that were established by the parties).

AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of the Department of Education of the City of New York to provide educational and employment opportunities without regard to race, color, religion, creed, national origin, alienage and citizenship status, age, marital status, disability, prior record of arrest or conviction (except as provided by law), sexual orientation, gender (sex), and to maintain an environment free of discriminatory harassment, including sexual harassment, or retaliation as required by civil rights law. Inquiries regarding compliance with this equal opportunity policy may be directed to: Office of Equal Opportunity, 65 Court Street, Room 1102, Brooklyn, New York 11201, or visit the OEO website at: <http://schools.nyc.gov/Offices/GeneralCounsel/Investigative/OEO/default.htm>