

**THE NEW YORK CITY DEPARTMENT OF EDUCATION
DIVISION OF HUMAN RESOURCES
65 COURT STREET
BROOKLYN, NEW YORK 11201**

**Posted Date: February 12, 2009
Deadline: March 18, 2009**

School Social Worker Vacancy Circular No. 1, 2008 – 2009
SUBJECT TO FUNDING AVAILABILITY

Position: School Social Worker – Prekindergarten

Location: Various Boroughs

Eligibility Requirements:

- Appointed and Tenured by NYC Department of Education as a School Social Worker
- Minimum of five (5) years of satisfactory experience in the license area above
- Masters Degree required
- Appropriate New York State certification in the license area above
- Satisfactory rating for a minimum of (3) years

Selection Criteria:

- Demonstrated successful experience in license area with expertise in the CPSE referral process.
- Demonstrated understanding and skill in creating social and emotionally responsive classrooms.
- Demonstrated knowledge of behavioral systems and practices that support students with a full range of abilities and disabilities.
- Success in working collaboratively with administrators, staff, parents/families and community representatives to develop effective systems of prevention and support for students and the community.
- Demonstrated ability to communicate material to administrators and families on topics related to social-emotional learning and positive behavior support strategies.
- Successful experience with the inclusion of students with special needs in the least restrictive environment.
- Knowledge and skill in best practices of positive behavior.
- Demonstrated knowledge of Universal Prekindergarten models.
- Demonstrated excellent oral and written communication skills.
- Success in supporting children and families in the Turning Five process.

Duties and Responsibilities:

- Coordinates duties and collaborates effectively with the school principal regarding the integration of the prekindergarten program within the school community.
- Caseload can include coverage of multiple prekindergarten classes across schools in a given borough.
- Works with the school based parent involvement team to provide ongoing family involvement activities that support their implementation of the PreKindergarten Performance Standards.
- Provides crisis intervention services for children and families as needed.
- Identifies community resources/services to support the social needs of children and their families as needed.

- Conducts observations of children in the classroom and provides recommendations based on observations and their psycho-social history.
- Obtains, facilitates and interprets pertinent information about the child with the classroom teacher and the family.
- Prepares referral summaries such as academic and social information and observation reports etc.
- Aligns identified student need with related community resources.
- Participates in periodic assessments of children to inform parents of their child's progress and to plan appropriate instruction.
- Provides ongoing consultation for staff in the development and implementation of an educational plan for the child.
- Assists prekindergarten teachers in providing consultation to kindergarten and first grade teachers regarding the progress of individual children.
- Works with CPSE for purposes of promoting continuity of services to children and their families.
- Maintains up-to-date records including statistical data and case reports.

SALARY/HOURS: As per the UFT collective Bargaining Agreement

APPLICATION: Please send cover letter and resume by **March 18, 2009** to:

Kathryn Lattimer at klattimer@schools.nyc.gov

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER M/F/D

APPROVED: *Gary Barton*

Gary Barton
Division of Human Resources