



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

Posted Date: May 25, 2011

Deadline Date: June 22, 2011

SCHOOL SOCIAL WORKER ASSIGNED VACANCY CIRCULAR No. 28, (2011 – 2012) SCHOOL YEAR
(SUBJECT TO FUNDING AVAILABILITY) (FOR INTERNAL CANDIDATES ONLY)

NOTE: This position is subject to an annual re-application and selection process.

Position: School Social Worker – Early Childhood Education

Location: Various Boroughs

Eligibility Requirements:

- Appointed and tenured by NYC Department of Education as a School Social Worker
- Masters Degree required
- Appropriate New York State certification in the license area above
- Satisfactory ratings of the past 3 years
- Minimum of 3-5 years of satisfactory experience

Selection Criteria:

- Excellent oral and written communication skills
- Demonstrated successful experience working with children
- Demonstrated successful experience in license area with expertise in working with the Committee on Preschool Special Education (CPSE) referral process
- Demonstrated expert knowledge of developmentally appropriate screening and assessments for early childhood (Pre-K to Grade 3) students
- Demonstrated understanding and techniques 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 best practices in early childhood curriculum models
- Success in supporting children and families in the Turning Five process
- Demonstrated awareness of new SESIS requirements
- Willingness to travel to various school assignments
- Demonstrated ability to work with a team and deliver professional development

Duties and Responsibilities:

- Submit timely and accurate records required by Early Childhood Office
- Coordinate duties and collaborate effectively with the Early Childhood Leadership and school principals regarding the integration of the prekindergarten program and other Early Childhood initiatives within the school community
- Manage caseload of multiple prekindergarten to grade 3 classes across schools in a given borough and multiple districts
- Work with the school based parent involvement teams to provide ongoing family involvement activities that support implementation of The New York State Prekindergarten Standards and CCSS



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- Work 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
- Provide ongoing professional development to support the implementation of the prek programs and other early childhood assessments, including screening and progress monitoring
- Facilitate workshops, courses, and study groups for early childhood education (birth to grade three) staff plan and participate in ongoing professional development activities in collaboration with other Early Childhood colleagues

SALARY/HOURS: As per the UFT collective Bargaining Agreement

WORK/SCHEDULE: As per the UFT collective Bargaining Agreement

APPLICATION: Please send cover letter, rating form and resume by **June 22, 2011 to:**

DPP_HR@schools.nyc.gov

Please put "Social Worker – Early Childhood Education Vacancy" in the Subject Line

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APPROVED: *Gary Barton*
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Division of Human Resources and Talent