

Sioux Falls School District 49-5

**JOB DESCRIPTION**

**DEPARTMENT:** HUMAN RESOURCES &  
LEGAL SERVICES

**JOB TITLE:** SCHOOL SOCIAL WORKER –  
HOMELESS POPULATION

**REQUIREMENTS:**

**A. Education Level:** Master’s degree in social work from an approved social worker preparation program. Licensed by the state of South Dakota as a certified social worker.

**B. Experience Desired:** Experience in a school setting.

**C. Other Requirements:** Excellent oral and written communication skills. Skills in human relations, leadership and conflict management. Knowledgeable of social work techniques that meet the diverse personal/social needs of students that interfere with student success at school. Demonstrated skills in the use of technology to meet the needs of students and support school educational programs.

**D. Physical Requirements:** This position requires constant hand-eye/mind-eye coordination, hearing, keyboarding, hands, and fingers, sitting, speaking, talking, and writing.

**REPORTS TO:** Student Support Services Coordinator

**RECEIVES GUIDANCE FROM:** Student Support Services Coordinator  
Building/Program Administration  
Special Education and Head-start Administrators  
Asst. Superintendent HR/Legal

**DATE:** May 2011

## **ESSENTIAL FUNCTIONS AND DUTIES:**

1. Fulfills all liaison duties specified by the McKinney-Vento Homeless Assistance Act (Elementary and Secondary Education Act, Title VII, Subtitle B, Section 722, (g)(6)(A)).
  - Ensures that homeless children and youths are identified by school personnel and through coordination activities with other entities and agencies;
  - Ensures that homeless children and youths enroll in, and have a full and equal opportunity to succeed in, school;
  - Ensures that homeless families, children and youths receive educational services for which such families, children and youths are eligible, including Head Start and preschool;
  - Ensures that homeless families, children and youths are referred to health care services, dental services, mental health services, and other appropriate services;
  - Ensures that the parents or guardians of homeless children and youths are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
  - Ensures that public notice of the educational rights of homeless children and youths is disseminated where such children and youths receive services, such as schools, family shelters, and soup kitchens;
  - Ensures that enrollment disputes are mediated in accordance with Federal law;
  - Ensures that the parent or guardian of a homeless child or youth, and any unaccompanied youth, is fully informed of all transportation services, including transportation services described in the McKinney-Vento Homeless Assistance Act, Title VII, Subtitle B, Section 722, (1)(J)(iii).
2. Arranges education opportunities for parents related to effective parenting, building self-esteem, discipline, anger management, conflict resolution, health, hygiene, and nutrition.
3. Intervenes in cases where excessive absence or truancy is the presenting problem.
4. Files truancy petitions when students or parents do not comply with interventions to encourage student attendance.
5. Provides staff development and consultation designed to support student success.
6. Works collaboratively with school counselors and other school social workers to meet student needs.
7. Understand and assists with implementation of grant requirements related to Title VII-B of the McKinney-Vento Homeless Assistance Act.
8. Pursues professional growth.
9. Performs other duties as assigned.

