

SOCIAL WORKER

Mission of VOICE Charter School

The mission of VOICE Charter School is to create a safe and healthy learning environment that will nurture, motivate and challenge all of our children to achieve the highest level of academic excellence and to develop into mindful, responsible, contributing participants in their education, their community and the diverse society in which we live.

Qualities of a VOICE Teacher

VOICE staff works collaboratively to raise the academic performance of all colleagues and students. Committed to unending self-reflection, growth, and improvement, VOICE staff actively seeks feedback. They love and nurture all of our students, as they become deeply caring and responsible individuals.

Duties of a VOICE Social Worker

The duties of a VOICE social worker include, but are not limited to:

A. Student Culture and Character Development

- Support the rules, systems, academic, and behavioral philosophy of VOICE Charter School through counseling in one-on one and small group support sessions.
- Create a proactive counseling program that prevents crises and supports the academically rich environment of the school.
- Work closely with the staff to create and maintain a culture of excellence for all students
- Serve on special education committees to provide required IEP services.
- Organize and/or teach health education, sexual education, leadership, alcohol/drug prevention etc. as needed.
- Help maintain school and staff morale by organizing school-wide events.

B. Management

- Organize, plan, and regularly schedule student meetings around conflict resolution and anger management.
- Serve as the point person for all counseling issues that arise in the student body.
- Meet with individual students who require counseling on their IEPs.
- Use evidence-based practice to effectively develop treatment and intervention plans for students and families.
- Maintain close contact with teachers regarding student behavioral plans.
- Serve as the liaison to the school's parent organization.
- Keep impeccable records of all school-related actions and initiatives.

C. Local and Parent Outreach

- Develop relationships with community organizations that can help support the school, students, and their families.

- Serve as a liaison between students/families and local social service agencies when necessary.
- Monitor and evaluate the effectiveness of external services and resources.
- Visit homes of VOICE families when necessary.

D. Professional Development

- Attend all staff meetings and professional development workshops.
- Model the school's values and set the standard for professional behavior.
- Work closely with teachers to help them to better understand and relate with challenging students.
- Lead instruction around issues of physical and social development in an effort to proactively address issues.

Educational Background and Work Experience

- Masters degree in social work from a competitive college or university
- Pass criminal background check
- Computer literate, able to use Microsoft Office, including Word and Excel, and access and load documents onto the VOICE shared drive; prompt with e-mail communication

Preferred Qualifications

- Possession or eligibility of State licensure
- Previous experience with children and/or families in urban communities
- Bi-lingual
- History of professional success in planning, executing, and monitoring treatment plans

Compensation

The school offers a competitive salary and benefits package.

An Equal Opportunity Employer

It is the policy of VOICE Charter School to provide educational and employment opportunities without regard to race, color, religion, creed, national origin, alien age and citizenship status, age, marital status, disability, sexual orientation, gender (sex), and to maintain an environment free of harassment or retaliation, as required by law.

To Apply

All applications must be submitted via e-mail (voicemployment@gmail.com). We are not able to respond to any mailed or faxed applications or phone calls regarding employment.

We require two items from all applicants: (1) a cover letter and (2) a professional resume. Please do not submit any other materials.

Please note:

- The cover letter must be specific to VOICE Charter School, and it should express why you feel you would be a good fit for our teaching and learning community (visit the VOICE website, www.voicecharterschool.org, for information).
- The cover letter must appear within the text of the e-mail (a fully-formatted version should also be attached).
- The resume should include any school/education/child-based experience to-date, all work experience, undergraduate major(s)/field and GPA, and any post-graduate work.
- The resume should be attached to the e-mail.

Again, due to the large number of applicants, we are not able to respond to mailed or faxed applications or phone calls regarding employment. We will only review e-mailed materials.