



Cayuga County Department of Human Resources and Civil Service Commission

JOB SPECIFICATION

Civil Service Title:	Social Worker
Jurisdictional Class:	Competitive
Civil Division:	BOCES
Adoption:	CSM 10/19/2021
Revised:	CSM

DISTINGUISHING FEATURES OF THE CLASS:

This work involves the responsibility for the clinical assessment and intervention of students with social, emotional and other difficulties related with their mental illness. An incumbent works within a school setting on a regular basis. Wide leeway is permitted in determining the scope of work to be performed within prescribed guidelines in assisting the student towards improved functioning both intra-psychically and interpersonally.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Provides individual, group, and family therapies.

Screens, evaluates and diagnoses students presenting mental health issues.

Evaluates and refers students to community resources as required.

Provides consultation services to the school staff to support the overall mental health goals of their students, as well as provide professional development of mental health issues, trauma, and other topics as needed.

Participates as an active member of the Crisis Response Team.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Knowledge of the modern principles and practices of social work; good knowledge of the nature and cause of developmental disabilities, social maladjustment, and mental illness; familiarity with available community resources; ability to conduct interviews to obtain social and medical information necessary to perform diagnostic evaluation; ability to analyze and summarize psycho-social information; ability to observe for the purpose of analysis and treatment; ability to write and speak effectively; ability to work and relate to a wide variety of people, both professional and lay; initiative; tact; physical condition commensurate with the requirements of the position.

MINIMUM QUALIFICATIONS:

Possession of a professional license and current registration, issued by the New York State Education Department, as either a Licensed Clinical Social Worker (LCSW) or Licensed Master Social Worker (LMSW) and two (2) years of post-graduate full-time work experience or its part-time equivalent in providing social work services or counseling to clients.

