



## Social Worker

### Armadale Senior High School

Position number	00041236
Agreement	<a href="#">Public Sector CSA Agreement 2021</a> (or as replaced).
Classification	Specified Calling Level 1
Reports to	Manager Corporate Services
Direct reports	Nil

#### Context

The Social Worker position is within the Full Service School which services students from schools within the local Armadale/Kelmscott/Byford area. The Full Service School provides additional support to the school community, beyond the standard curriculum and include services such as after-school activities, life skills training, TAFE/VET services, specialist health services, transitioning of early school leavers and community based projects.

For context about Armadale Senior High School is available on [Schools Online](#).

Visit [education.wa.edu.au](http://education.wa.edu.au) to find out more information about the Department of Education.

#### Key responsibilities

- Undertake assessment of referred students, prepares plans and undertakes social work intervention with students, families and groups.
- Interview parents/guardians, obtain and evaluate case information from all relevant sources, and makes home visits as appropriate.
- Assist the school to develop and implement policies and procedures to identify students at education risk.
- Provide a supportive link between the child, the family, the school and other appropriate agencies in the community.
- Act as a resource person within the school community and participate in school and community projects.
- Participate in multi-disciplinary team meetings and case conferences within school and other agencies as appropriate.
- Consult and advise other staff on matters related to specific cases.
- Organise and maintain a records system, collate statistical data and provide annual and case reports, as required.
- Assist with appropriate submissions on school social work related issues.

- Participate in training programs/workshops for staff within the school.
- Participate in on-going professional and skill development programs to maintain and upgrade practice.
- Initiate and participate in research projects.

### **Selection criteria**

1. Demonstrated sound verbal, written and interpersonal communication skills with the ability to establish and maintain effective working relationships.
2. Demonstrated strong conceptual and analytical skills with the ability to identify and clarify issues and problems and generate strategies to address them.
3. Demonstrated knowledge of school systems and operations and skills in working with a multi-disciplinary team setting.
4. Demonstrated skills and experience working with children and families.

### **Eligibility and training requirements**

Employees will be required to:

- possess a degree in Social Work and be eligible for full membership of the Australian Association of Social Workers
- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within three months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

### **Certification**

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

### **ENDORSED**

Date            16 November 2021  
Reference    D21/0630838