



Maine Township High School District 207

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Dr. Kenneth Wallace
Superintendent

District 207 Administration Center

May 4, 2017

PLEASE POST THIS NOTICE IN THE MAIN OFFICE AND ALL DEPARTMENTAL OFFICES

TO: All District 207 Professional Staff
Dr. Mike Pressler, Maine East
Mr. Shawn Messmer, Maine South
Dr. Audrey Haugan, Maine West
All Department Chairs

FROM: Mr. Greg E. Dietz, Assistant Superintendent for General Administration

SUBJECT: **VACANCY NOTICE – SOCIAL WORKER – MAINE EAST**
Long Term Substitute – 2017-2018 School Year (August 10, 2017 – May 25, 2018)

Applicants should have the following qualifications:

- Candidate must hold a Type 73 (School Service Personnel Certificate with a Social Worker Endorsement).

Candidate should have:

- Successful full-time experience at the high school level preferred.
- Successful experience working in a team setting
- Successful experience in developing and implementing RtI plans and interventions for regular and special education students.

Responsibilities will include:

- Serve as the Building Social Worker; provide individual and group counseling, community advocacy services and crisis intervention.
- Responsible for coordinating proactive programs for families including school-related parenting seminars regarding: students' presenting social/emotional needs, community services and other student and family needs.
- Problem-Solving team and other school-based teams as appropriate, related to social-emotional behavioral needs, accommodations/modifications, specifically designed instruction, behavioral intervention plans and other IEP components as needed.
- Responsible for providing outreach to students & families and the development of programs to enhance student success.

(continue)

Social Worker – Maine East – Long Term Sub (continued)

- Responsible for assessing staff development needs and providing staff development, formal and informal professional development for faculty and staff including the needs of ELL's.
- Serve on school committees including the Student Personnel Services Problem-Solving team, Crisis Intervention team and other school-based teams as appropriate.
- Serve as the liaison between the school and several community-based organizations.
- Provide case management services, including home visits, hospital staffings and parent meetings.
- Complete three-year-evaluations and social histories for students who receive special education services, participate in IEP teams as needed, and support RtI problem-solving and intervention processes.
- Provide presentations to the student body on a variety of mental health issues such as suicide prevention, stress and coping skills, etc., as well as other identified student needs
- Contribute to IEP meetings and assist in the writing of present levels related to social-emotional/behavioral needs, accommodations/modifications, specially designed instruction, behavioral intervention plans and other IEP components as needed.
- Participate on problem-solving, intervention teams and 504 teams, including participation in the development of intervention and 504 plans.

Application Process:

A complete application will include:

- An online application on our website: <http://www.generalasp.com/D207/onlineapp/>
- A letter which sets forth qualifications and reasons for interest in this position
- A current resume
- 2 or 3 current letters of recommendation or references
- copies of your transcripts

Professional staff members interested in applying for this position are invited to submit a letter of application to Mr. Michael Wartick, Assistant Principal of Student Services at Maine East High School. All letters of interest must be received in this office **on or before Tuesday, May 30, 2017.**

References and materials contained in personnel records presently filed in the district office will be used in the review of applications. Staff members interested in this vacancy are invited to supplement their personnel records with additional references, which are pertinent to the application. Arrangements to submit these additional references should be made **prior to Tuesday, May 30, 2017.**

“As a matter of policy, the race, color, religion, national origin, ancestry, age, sex, sexual orientation, marital status, handicap, disability, unfavorable discharge from military service, or any other unlawful basis of discrimination, including harassment as defined and provided by the Illinois Human Rights Act and all other applicable state and federal laws shall not be considered either a qualification or disqualification of any applicant”