# Student Services Coordinator

**Responsibilities:**

* Provide students and families social work services;
* Provide small group seminar sessions to students regularly promoting positive social and emotional development;
* Provide small group and individual therapy sessions;
* Suggest and connect families with appropriate social services;
* Serve as the school’s Homeless Liaison;
* Maintain privacy of student records and information;
* Undertake administrative and instructional duties as the principal may assign.

**Qualifications:**

* BA/BS degree or graduate degree in Social Work; MSW preferred;
* Experience and demonstrated ability in working with children in a teaching, counseling or other applicable capacity (examples include, but are not limited to involvement with community youth organizations, supervisory roles in the Boy Scouts or Girl Scouts, and mentorships);
* Knowledge of local social services;
* Experience with individual goal writing, charting, and progress note taking;
* Exhibited leadership in working with professional staff, students, and the community;
* Agreement with the academic goals and philosophy of the charter school;
* Commitment to accountability, including a rigorous student testing regime;
* Demonstrated success in encouraging parental involvement.