

North Haledon Public Schools

201 Squaw Brook Road • North Haledon, NJ 07508 • (973) 427-8993 (Phone) • (973) 423-1514 (Fax)

Nicholas S. Coffaro
Superintendent of Schools

Debra Andreniuk
Business Administrator
Board Secretary

POSTING

School Social Worker

Maternity Leave

June 16, 2023 (start time)

September to November 2023-2024

PreK-Grade 8

Qualifications:

- **New Jersey Certificate as a School Social Worker;**
- **Master's Degree from an accredited college or university;**
- **Classroom Teaching experience preferred, not required;**
- **Previous experience working as a member of a CST managing caseloads and counseling;**
- **Strong interpersonal and communication skills; and**
- **Required criminal history background check and proof of U.S. citizenship or legal resident alien status.**

Responsibilities:

- **To serve as professional liaison between school and home for pupils having school-related problems.**
- **To assist in the evaluation of children identified as potentially handicapped in accordance with state and federal regulations.**
- **To serve as a member of the Child Study Team in working with the parents of referred children.**
- **To confer with parents regarding problems affecting student behavior, progress and development.**

- To establish liaison with other social agencies for pupils having school-related problems.
- To interpret in the development and implementation of the Individual Educational Program.
- To maintain official records for every student.
- To conduct effective interviews and write accurate reports relative to the work of the Child Study Team..
- To maintain an ongoing and up-to-date awareness of recent trends in education and innovative methods of proven merit that may be incorporated into the program.
- To maintain a professional attitude in all professional relationships concerning school affairs, regulations, administration, as well as students and parents of the school community.
- To engage actively in continual professional growth by participation in workshops, conferences, and in-service programs provided by the district that fall within the accepted practices of the negotiated contract.
- Any duties or responsibilities assigned by the Director of CIA/Special Education or Building Principal.

Please submit (email preferred) letter of interest, current resume, references and certification to:

**Mr. Nicholas S. Coffaro
Superintendent of Schools
North Haledon Public Schools
201 Squaw Brook Road
North Haledon, NJ 07508
Email: Ncoffaro@nhschools.net
FAX: 973-423-1514**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER