Title: Senior Staff Social Worker

Pay Scale Group: 19

Essential Function
Under indirect supervision from a designated administrator, provide comprehensive clinical, consultative, emergency and case management services reflecting the needs of a diverse student body, following all relevant national association ethical standards and state and federal laws regarding service delivery, record keeping, documentation, and other professional activities.

Characteristic Duties
- Direct case management for and provide counseling to university students to assist them in meeting academic goals and participate in university life.
- Provide urgent and emergency intervention (including possible evenings and weekends), and consultation to faculty, staff, family and friends of students.
- Participate in training programs (e.g., selection of trainees, presentations and seminars, clinical supervision, and evaluation).
- Develop and conduct psycho-social outreach programs for students and training for residence hall staff and other employees.
- Serve as liaison to assigned university departments which maintain current information and good working relationships benefiting students.
- Represent the department by participating in staff and committee meetings and other university committees.
- Provide consultation and assistance to other staff in the area of special expertise (e.g., substance abuse, case management, etc.).
- Keep abreast of current trends and developments in clinical services and student affairs by participating in professional development (e.g., conferences, membership in state and national professional associations, reading professional literature, and other continuing education activities.
- Confer and consult with Director in order to ensure compliance with departmental and university policies and procedures to make critical decisions.
- Assign work; ensure proper workflow of the unit; act as lead worker.
- Perform related duties based on departmental need.

Minimum Qualifications
- Master’s, Licensed Independent Social Worker (must obtain LISW license in the State of Ohio within (6) months of date of hire). Degree must be in social work. Experience must include at least six (6) years of post-master’s counseling and case management.

Last updated: 1-10-07