



Three Rivers Montessori Charter School
District 4266-07
17267 Yale Street NW
Elk River, MN 55330
763-595-1213

Three Rivers Montessori Charter School Special Education Teacher Job Description

School Mission

Empowering students to reach their full potential through authentic Montessori learning.

Position: Social Worker

Employment Type: Full-time, 1.0 FTE

Core Hours: Monday through Friday, 7:30 am - 3:30 pm

This position is designated 90% special education and 10% general education, servicing students in K- 6th.

Major responsibilities

Provide social work services as detailed in students' IEPs

- Maintaining a caseload of students receiving regular, ongoing clinical services. This includes providing direct service minutes that align to the goals and services outlined in the student's IEP and completing weekly progress notes to maintain compliance.
- Collaborating with the IEP team to create and update the Individualized Educational Plan (IEP) and Functional Behavioral Assessment (FBA)/Behavior Intervention Plan (BIP) (if applicable) for each student served.
- Attending and participating in the IEP meetings of students on the social work caseload.
- Conducting Social Work Assessments and participating in Eligibility Determination meetings.
- Therapeutic group facilitation.

Support Child Study Team

- Conducting regular assessments of current and emerging student and family needs.
- Setting goals with students and tracking progress towards those goals.
- Collaborating and working directly with other student support staff (Speech Therapist, Occupational Therapist, Special Education Teachers).

Support the implementation of restorative practices at the school

- Leading restorative conversations between students and students/teachers as needed

- Leading professional development for teachers around restorative practices
- Leading lunch reflection
- Supporting teachers one-on-one in developing their skills in having restorative conversations with students
- Assisting the Principal, Assistant Principal, and teachers when discipline issues arise.

Build relationships with community organizations to support students and families by

- Developing and maintaining partnerships with external agencies.
- Referring individuals and families to external resources and services and when necessary referring cases of suspected child abuse to the State Central Registry.
- Monitoring and facilitating the delivery of external resources and services.
- Leading and/or supporting workshops to educate families, staff, and/or students on specific issues.

Other Responsibilities

Provide crisis intervention as needed.

- Participate actively in department meetings, faculty meetings, and other meetings.
- Support home visits.
- Support grade-level and school-wide activities, including chaperoning trips.

Note: The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility.

Equipment

Uses standard office equipment such as personal computers, printers, copy/fax machines, and telephone.

Travel Requirements

Travels to school district building and professional meetings as required.

Qualifications

- Bachelor's degree or higher from an accredited college or university in Social Work.
- MN Board of Social Work Licensure
- MN Board of Education School Social Work License

Industry

General Education & Special Education

Employment Type

1.0 FTE – Competitive Salary and Benefits

Start Date

August 22, 2022

Visit threeriversmontessori.org for more information.

Posted

06/21/2022

Application Process

Submit your cover letter, application, and supporting documentation to employment@threeriversmontessori.org

Three Rivers Montessori Charter School is an Equal Opportunity Employer and strongly supports a diverse and inclusive workplace.