

# Lopatcong Township School District

## Mr. Israel Marmolejos, Superintendent

### Lopatcong Township Elementary School

Krista S. Wayne, Principal  
263 Route 57  
Phillipsburg, New Jersey 08865  
Phone: 908-859-0800  
Fax: 908-213-1339



### Lopatcong Township Middle School

Rick Bonney, Principal  
321 Stonehenge Drive  
Phillipsburg, New Jersey 08865  
Phone: 908-213-2995  
Fax: 908-213-0373

## Employment Opportunity School Social Worker-District-Wide

**Posting Date:** June 20, 2024

**Position:** Licensed Social Worker-Full Time  
Preferred Licensed Clinical Social Worker (LCSW)

### Mandatory Qualifications:

- Valid New Jersey Educational Services Certificate and School Social Worker Endorsement
- Minimum experience working with families and community health and social services agencies as determined by the board
- Demonstrated knowledge of laws and regulations governing special education
- Effective problem-solving, human relations and communication skills
- Required criminal history check and proof of U.S. citizenship or resident alien status
- Understanding of Administrative Code & Compliance Requirements

### Job Description and Responsibilities:

- Helps students resolve such personal, emotional, and social problems as interfere with their adjustment to school and their capacity to enjoy the fullest benefits of the education offered them.
- Participates in the evaluation, classification and placement of all pupils with special needs.
- Provides case management services.
- Assesses a student in terms of personal and family history, social-economic and cultural differences.
- Evaluates the configuration of factors within the home, community and school as related to a student's current social and academic adjustment.
- Develops and maintains appropriate written reports and records.
- Participates on multi-disciplinary teams to facilitate an understanding of the educational abilities and limitations of the children referred for service.
- Plans home visits or office interviews with family members to assess past and present history and development as well as family dynamics and interactions that are relevant to the child's adjustment.
- Maintains an ongoing relationship with families for the purpose of- sharing information regarding educational planning and programming for the student; assisting the family in utilizing appropriate community resources; and assisting the family and/or students to facilitate social adjustment.
- Initiates, facilitates and maintains liaison with community agencies and other resources to meet special needs.
- Refers parents and child to agencies when appropriate.
- Consults with administration and staff regarding social adjustment factors of students in schools, at home and in the community.
- May counsel groups of students and/or parents regarding social adjustment problems.
- Maintains appropriate case records and acts as case manager for designated students.

- Assists in upholding and enforcing department rules, administrative regulations and board policy.
- Strives to maintain and improve professional competence and to keep abreast of latest professional practices/methods.
- Assists in coordinating, developing, monitoring and evaluating the effectiveness of Individualized Education Plans.
- Observes students in classrooms or school setting, as appropriate.
- Interviews pupils, as indicated.
- Attends and participates in meetings as deemed necessary and consistent with the needs of the district.
- Performs all duties required as a member of the child study team by administrative code, state and federal laws, and board policy.

**Salary:** Based on the Collective Bargaining Agreement

**Position Available:** 2024-2025 School Year

**Respond to:** Please send letter of interest, resume, and transcripts to:

Mrs. Nicole Clymer  
CST Director  
clymern@lopatcongschool.org

and

employment@lopatcongschool.org

**Deadline:** Until position is filled.

AA/EOE