

Job Description

GRANT FUNDED

Job Title: High School Teacher –
Introduction to Social Work

Position Code:

Job Classification: Exempt

Supervisor: Principal and
Supervisor of Student Support

Pay Grade: 35A, 37A, 38A, 39A

Contract Length: 192 Days

Position Overview: We are seeking a passionate and knowledgeable High School Teacher to teach an introductory course on Social Work. This educator will help students explore foundational concepts in social work, providing insight into careers in human services, community development, and social justice. The ideal candidate is dedicated to fostering empathy, critical thinking, and a sense of community among students, and is enthusiastic about guiding them toward understanding the impact of social work on society.

Essential Duties:

1. Develop, plan, and deliver engaging, student-centered lessons introducing students to social work concepts, practices, and the field's role in society.
2. Employ diverse teaching methods (lectures, group discussions, case studies, role-playing, multimedia resources) to enhance students' understanding of social work principles, ethics, and real-world applications.
3. Encourage the development of essential skills such as empathy, active listening, problem-solving, and cultural competence.
4. Evaluate and assess students' progress through assignments, projects, and exams; provide constructive feedback to encourage growth and learning.
5. Act as a positive role model, demonstrating professionalism, integrity, and the ethical standards expected in the social work profession.
6. Provide students with an understanding of career opportunities in social work and human services, and introduce them to pathways in higher education and community organizations.
7. Establish and maintain a positive, inclusive, and respectful classroom environment that encourages open discussions and student engagement.
8. Work with school staff, counselors, and parents to support student success and coordinate activities that enrich students' learning experiences.
9. Evaluate academic and social growth of students, prepare report cards, and keep appropriate records to include attendance reports, checklists, census forms, and other recordkeeping activities as necessary.
10. Establishes and maintains standards of student behavior for a productive learning environment during class sessions and field trips.
11. Evaluate each student's growth in knowledge and skills.
12. Communicate with parents and school counselors on student progress.
13. Supervise students in out-of-classroom activities during the assigned working day.
14. Participate in faculty committees and the sponsorship of student activities.
15. Administer testing in accordance with division testing practices.
16. Models nondiscriminatory practices in all activities.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Other Duties:

1. Maintains professional competence by attending staff development programs, curriculum development meetings and other professional activities.
2. Participates in various student and parent activities, student clubs and after-school activities.
3. Creates an effective learning environment through functional and attractive displays, bulletin boards, and activity/learning centers.
4. Performs any other related duties as assigned by the Supervisor of Student Support Services, Principal or other appropriate administrator.

Job Specifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.

Minimum Qualifications (Knowledge, Skills and/or Abilities Required)

Must possess a Bachelor's degree in Social Work, Sociology, Psychology, Education, or a related field; a Master's degree or higher in Social Work or Education is preferred. Must meet the Virginia Department of Education licensure eligibility requirements to possess a valid teaching credential or certification relevant to the subject and grade level, or eligibility to obtain certification as required by the school district. Must have prior experience in teaching high school students and/or professional experience in social work, human services, or a related field. Other skills and knowledge required include: Deep understanding of social work principles, ethics, and practices; familiarity with adolescent developmental psychology and effective teaching practices; excellent communication, presentation, and interpersonal skills; proficiency in classroom technology and online educational tools.

Preferred Qualities include: Passionate about social justice, advocacy, and community support; ability to inspire and motivate students to consider careers in social work and human services; collaborative and supportive with colleagues, school staff, and families; committed to creating a positive learning environment and supporting diverse student needs

Working Conditions

Must have the ability to sit and stand for extended periods of time; exhibit manual dexterity to dial a telephone, to enter data into a computer; to see and read a computer screen and printed material with or without vision aids; hear and understand speech at normal classroom levels, outdoors and on the telephone; speak in audible tones so that others may understand clearly in normal classrooms, outdoors and on the telephone; physical agility to lift up to 25 pounds; and to bend, stoop, climb stairs, and reach overhead.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in a school/classroom environment. Duties may be occasionally performed on field trips away from school. The noise level in the work environment is usually moderate.

Supervision Exercised: May include instructional assistants, volunteers, tutors.

Supervision Received: Principal and Supervisor of Student Support

This job description in no way states or implies that these are the only duties to be performed by this employee. The Introduction to Social Work Teacher will be required to follow any other instructions and to perform any other related duties as assigned by the Principal, Supervisor of Student Support, or appropriate administrator. Newport News Public Schools reserves the right to update, revise or change this job description and related duties at any time.

Approvals:

Supervisor

Date

I acknowledge that I have received and read this job description.

Employee Name (Print)

Signature

Date

03/2025 LS