

# Role Description

# Social Worker

## Inclusion and Diversity

We all have a role in making our workplace one that embraces and values diverse backgrounds, perspectives and life experiences, creating a workplace where [we all belong](#).

Reasonable adjustments may be discussed with your manager, approved and documented to support and promote human rights and diversity across the workforce.



Job Evaluation No.

25101

Content

Manager No.

10/305505

Work Unit

**Nominated School**

**Nominated Region**

**School and Regional Operations and Performance Division**

Location

**Various locations throughout the State**

Classification

**PO2/PO3 Qld Public Service Officers and Other Employees Award - State 2015**  
**36 ¼ hour week**

Job Type

**Permanent / Temporary / Full-time / Part-time**

**Temporary period until XXXX unless otherwise determined**

Salary Range

**per annum**

Salary is reflective of full-time employment (1.0FTE)

*Plus superannuation contributions of up to 12.75% of your annual salary.*

## Your employer

The Department of Education (DoE) is committed to delivering responsive services focused on equity and excellence to Queenslanders and their communities. We promote equity and excellence by our commitment to respect, protect and promote human rights. Our objectives are: a strong start for all children, every student realising their potential, capable people delivering our vision. Our vision is one of equity and excellence in a progressive, high performing education system that realises the potential of every student.

For more information about the department, please visit our website at [www.qed.qld.gov.au](http://www.qed.qld.gov.au)

## Your opportunity

As the Social Worker you will:

- Operate in an advisory and advocacy capacity providing services specific to the social work discipline.
- Respond to the needs of the student population and school community to provide personal and family counselling, therapy and group work, facilitation of referrals to other allied health professionals, and service and care coordination for the purpose of assisting student's wellbeing and mental health.

The Social Worker is a school-based position that will report to the Principal for operational and administrative matters, and a Senior Social Worker in the region or other senior regional staff as determined by the Regional Director on all professional practice and clinical matters.

## Your role

Responsibilities include:

- Undertake individual and group counselling with students, parents and families to assist them in resolving personal or relationship concerns.
- Provide professional social welfare assessments, interventions and follow up support to students, parents/carers and individuals as required.
- Identify needs and participate in the referral and planning of services for children, parents and families to community agencies such as health and welfare.
- Develop and implement strategies to provide information, support and encourage awareness of, and participation by, parents/carers and the community in school activities and programs.
- Act as the contact for parents/carers and the community to determine relevant issues for improved relationships between the school and community.
- Participate in the planning, development and delivery or organisation of public presentations designed to inform



Customers first



Ideas into action



Unleash potential



Be courageous



Empower people



Work safe, learn safe, play safe



**Queensland  
Government**

and educate parents and community members/groups about social issues affecting the learning capacity of students.

- Monitor, evaluate and review the implementation of programs provided within an educational environment.
- Support school communities in responding to critical incidents and emergencies as part of the school response team.
- Develop and/or maintain appropriate data collection and confidential record keeping and reporting systems for individual students referred for social work services in line with department procedures and policies.
- Participate as a member of a multi-disciplinary team within an educational setting, providing support to school, community and inter agency networks relevant to the position's role.

#### **Other responsibilities (as required)**

- Other suitable duties, consistent with the duties and responsibilities of the position as directed by the supervisor or nominated delegate.

#### **A mandatory requirement of this role is:**

- Possession of tertiary qualifications in Social Work and eligibility for membership with the Australian Association of Social Workers (AASW).
- In accordance with the [\*Working with Children \(Risk Management and Screening\) Act 2000\*](#) a person is prohibited from working in regulated child-related employment unless the person holds a current Working with Children Check clearance (blue card) issued by Blue Card Services.

### **Leadership Competencies**

[\*Leadership Competencies for Queensland\*](#) describes what highly effective, everyday leadership looks like in the public sector. In simple, action-oriented language, it provides a common understanding of the foundations for success across all of our roles within the department.

This role maps to **Individual Contributor**

#### **Vision**

- Leads strategically – Recognises and articulates how own work directly contributes to the organisation's vision and community outcomes.
- Makes insightful decisions – Accepts decision making responsibility and demonstrates judgement about when to escalate issues.

#### **Results**

- Builds enduring relationships – Communicates in a clear, succinct and deliberate manner, adjusting the message so that it resonates with different stakeholders.
- Inspires others – Recognises and reflects on the purpose and impact of their work.

#### **Accountability**

- Fosters healthy and inclusive workplaces – Demonstrates openness to diversity and supports practices that enable all individuals to participate to their fullest ability.
- Demonstrates sound governance – Upholds integrity through responsible management and use of processes and resources.

### **Additional information**

- This role description works in conjunction with the Candidate Information Package.
- An employee appointed to the PO2 classification will be eligible for progression to the PO3 level (as outlined in the *Queensland Public Service Officers and Other Employees Award – State 2015*) once specific criteria have been met or demonstrated.