

Job Title	Part-Time School/Educational Social Worker
PVN ID	VA-2404-006246
Category	Instruction and Social Service
Location	OFFICE OF SR. UNIV DEAN FOR ACADEMIC AFFAIRS
Department	CUNY Building Performance Lab
Status	Part Time
Hourly Rate	\$35.00-\$35.00
Hour(s) a Week	0.00-19.00
Closing Date	Jun 17, 2024 (Or Until Filled)

General Description

Organizational Description:

Founded in 2006, the mission of the CUNY Building Performance Lab (CUNY BPL) is to advance high-performance building operations and practices in existing commercial and public buildings. We focus on improving efficiency and optimizing building operations through building systems research and development; continuing education programs for facility managers, building operators, and energy professionals; and internships for CUNY students.

Through funding from NYS Homes and Community Renewal (HCR), the Building Performance Lab (CUNY BPL) will develop a statewide energy training program extending through 2027. This program focuses on energy-in-buildings and offers hands-on lab experience, comprehensive training in energy technology fundamentals, and pathways to multiple professional certifications. Targeting a diverse range of participants, including college students, veterans, and adults transitioning careers, the initiative places a strong emphasis on diversity, equity, and inclusion, aiming for at least 50% participation from disadvantaged communities. The collaboration seeks to foster an inclusive and diverse workforce equipped for the evolving challenges of the "energy transition."

General Description:

CUNY BPL is seeking a dedicated and compassionate Part-Time School/Educational Social Worker to join our team. The ideal candidate will be responsible for providing social, emotional, and educational support to students, aiding them in overcoming challenges and thriving in our academic environment.

Other Duties

- Student Support & Counseling:** Provide comprehensive advisement support services, including guidance counseling, case management, and referrals to social service agencies and other resources.

2. **Mental Health Support:** Apply short-term mental health modalities under supervision when appropriate.
3. **Documentation & Case Management:** Ensure accurate and timely entry of case notes, intake assessments, and data. Maintain program documentation and statistics.
4. **Student Progress Monitoring:** Regularly review student progress to ensure successful completion of the program.
5. **Outreach & Collaboration:** Outreach to staff and collaborate with others to support student success and develop special client service/informational activities (e.g career days)
6. **Individualized Student Plans:** Create individualized plans with students to ensure their successful completion of the program.
7. **Follow-Up & Relationship Building:** Ensure timely follow-up with students referred for services and develop positive working relationships with referral sources, service providers, and community resources.
8. Perform Other Duties as Assigned

Qualifications

Minimum Required Qualifications

- LMSW required; LCSW preferred.
- Previous experience in youth programs, preferably.
- Experience working with diverse populations in low-income communities.
- Demonstrated experience in creating and sustaining relationships with partnering agencies.
- Strong interpersonal and communication skills, including excellent presentation and public speaking skills.
- Well-organized, detail-oriented, and a team player with creative problem-solving skills.
- Proficient in Microsoft Office.
- Ability to use discretion and sound judgment, handle confidential materials, respond calmly to emergencies, resolve student concerns, establish community networks, and work effectively with community groups.
- Ability to seek assistance when needed, write clearly, produce/edit accurate reports, communicate effectively, and work both in a team and independently.

Preferred Skills and Experience:

Strong candidates will bring the following education, skills, and experience to this position:

- Master's degree in social work (MSW) or equivalent.
- Valid state licensure as a social worker.
- Experience in a school or educational setting is preferred.
- Strong interpersonal and communication skills.
- Ability to work independently and as part of a team.
- Commitment to fostering a supportive and inclusive environment for all students.