Social Worker

CLASS TITLE	CLASS CODE	SALARY GROUP	SALARY RANGE
SOCIAL WORKER I	5400	B17	$42,976 - $64,469
SOCIAL WORKER II	5402	B19	$48,244 - $76,028
SOCIAL WORKER III	5404	B21	$54,278 - $87,046
SOCIAL WORKER IV	5406	B23	$61,184 - $99,658

GENERAL DESCRIPTION

Performs social services work by serving as a liaison between clients and their families in obtaining assistance and rehabilitative treatment.

EXAMPLES OF WORK PERFORMED

Interviews clients, their families, law enforcement officials, schools, and health and social welfare institutions to obtain client background information.

Identifies the psychosocial, economic, and physical needs of clients.

Assesses clients' support systems and available community resources, schools, and facilities.

Provides social work services in the process of client admission, discharge, or furlough.

Counsels clients and their families and coordinates placements of clients with community facilities and schools.

Serves as liaison between clients and their families, state and judicial systems, and facility or treatment providers.

Monitors clients' trust fund accounts.

Participates in individual, group, or family therapy sessions.

Performs related work as assigned.

DESCRIPTION OF LEVELS

Examples of work and descriptions are meant to progress through the levels. For example, an employee at level IV may also perform work listed within the previous levels.

***Note**: Factors that may distinguish between the journey levels include the degree of independence in performing the work; the complexity of the work; the scope of responsibility; and the employee's related experience, education, and certifications. Employees at the journey*

levels may independently perform the full range of work listed in the examples and may assist others in performing work of greater complexity.

SOCIAL WORKER I: Performs moderately complex (journey-level) social services work. Works under general supervision, with limited latitude for the use of initiative and independent judgment. Employees at this level may occasionally assist others in performing work of greater complexity.

SOCIAL WORKER II: Performs complex (journey-level) social services work. Works under general supervision, with moderate latitude for the use of initiative and independent judgment. Employees at this level may work more independently than those at the previous level and may routinely assist others in performing job duties of greater complexity.

Note: *A senior-level employee (levels III-IV) may serve in a lead or supervisor role. Senior-level employees may perform the full range of work identified in the levels preceding their own and/or may oversee or coordinate that work for others. Factors that may distinguish between senior levels include the scope of responsibility and oversight; the nature, complexity, and impact of the work performed; and the employee's related experience, education, and certifications.*

SOCIAL WORKER III: Performs highly complex (senior-level) social services work. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment. Employees at this level may:

- Develop individual treatment plans.
- Facilitate individual contact and group education sessions with patients.
- Fulfill clinical documentation requirements to accurately evaluate the client's progress in treatment and ongoing client and family educational needs.
- Participate in budget planning, unit administration, and program development and evaluation.
- Participate in organizational workgroups.

SOCIAL WORKER IV: Performs advanced (senior-level) social services work. Works under minimal supervision, with considerable latitude for the use of initiative and independent judgment. Employees at this level may:

- Conduct evaluations and compile reports concerning staff recommendations, social work coverage in the facility, in-service training needs, budgetary matters, and social work program status.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in social services work. Graduation with a master's or doctoral degree in social work from a program accredited by the Council on Social Work Education, as required for licensure.

KNOWLEDGE, SKILLS, AND ABILITIES

For all levels

- Knowledge of mental illness and emotional components of physical illness; rehabilitation methods; casework principles; community resources; and the principles, methods, techniques, and practices of social work.
- Skill in interviewing.
- Ability to communicate effectively.

Additional for Social Worker III – IV levels

- Ability to oversee a social work program; to evaluate reports of social studies; to evaluate social assessments; to design treatment plans; and to oversee and/or supervise the work of others.

REGISTRATION, CERTIFICATION, OR LICENSURE

Must be licensed as a clinical social worker by the State of Texas in accordance with Texas Occupations Code, Chapter 505, and Title 22, Texas Administrative Code, Section 781.401.