



Job Title: Field practicum student

Classification: Master's level

Location: District Wide

Supervisor: Tanner Steelman

Concentration: Behavioral Health

Primary Position Goal:

To provide support to students of Bowling Green Independent School District to ensure a healthy environment to enhance learning and academic success.

Essential Functions: (Duties and responsibilities that are fundamental in accomplishing the major functions of the position. Reasonable accommodation may be made if needed)

(Job Title) Responsibilities:

- Provided clinical services to students including but not limited to, advocating on behalf of the student and family with social service agencies, court, police, medical, school, and other mental health professionals. Assist with home visits and providing on-going assessments to ensure that student needs are met
- Provide supportive services to students with emotional, behavioral, or physical needs.
- Conduct individual case consultation as well as evidence-based practice intervention strategies with students
- Provide basic counseling to students on caseload
- Complete diligent and efficient progress notes on students with special education services with documentation system EzEdMed
- Assist with implementing policies and procedures of the school district
- Must incorporate and demonstrate an understanding of social work core competencies and abide by the code of ethics during practice
- Assist with conducting a psychosocial assessments and intervention planning for students
- Participate in transitional meetings with students and family
- Participate in consultation with teachers and administration regarding student IEP and referral to community partners
- Perform other duties and tasks appointed by field supervisor if deemed necessary

Qualifications:(Indicate the necessary education and/or experience required for the position. Include any licenses, certifications, and/ or registrations required for position.)

- Must have NASW liability insurance verification completed (\$1-3 million policy) and sent to field placement coordinator
- Need to complete a background check and fingerprint scan for practice in the district
- Complete Pre-Field training as well as initial field information form and submit to field liaison
- Complete learning plan and get approval signatures within 4 weeks of beginning placement
- Demonstrate advanced writing and verbal communication skills
- Able to work with diverse populations of students ranging from 4-18

Supervisory Responsibilities:

Practicum student will consult with Tanner Steelman for tasks and responsibilities for the day. If Mr. Steelman is not available, consult with Amy Carter. (Weekly meetings are held every Monday starting promptly at 8am)

Schedule overview:

- Student will expect to work at total of 16-18 hours per week
- Office hours range from 7:30- 3:30 Monday- Friday. Office will be close on national holidays and breaks scheduled by the school district

Primary Contacts/ Address:

Tanner Steelman, LCSW, Student and Family Counseling Program

Amy Carter, LCSW, Student and Family Counseling Program

Bowling Green Learning Center

503 Old Morgantown Road, Bowling Green, KY 42101

270-746-2321