



## Job Description Early Intervention

**Job Description:** Social Worker  
**Supervisor:** Director of Early Intervention

**Overview:** Early Intervention is a publically funded program for children birth to three years of age with a delay or disability. It is administered in New York City by the department of Health and follows New York State Guidelines. University Settlement provides home- based services to children in their homes or community setting. The program offers Speech Therapy, Physical Therapy, Occupational Therapy, Special Instruction, Social Work and Family Training Services to children and their parents or caregivers. Our philosophy is to collaborate with families to incorporate therapeutic techniques in their daily activities to provide multiple opportunities for practice and learning in the natural environment.

### Responsibilities:

- Provide Behavioral/ Educational/ Counseling Services (Service approved at IFSP) according to the Early Intervention Mandates and best practice principles.
- Submit timely and complete session notes for each session and enter billing in Providersoft.
- Attend IFSP meetings in the child's home twice a year and initial meetings when requested.
- Submit quarterly notes, with including assessment of the child's skills and areas of need, using appropriate testing/clinical opinion.
- Collaborate with families as partner in intervention including modeling, teaching, discussion and joint activities using embedded coaching.
- Participate in interdisciplinary team meetings when authorized
- Attend trainings at agency.
- Complete observation within 3 months of case assignment
- Participate in quarterly case reviews
- Complete comprehensive University Settlement ABA training
- Conduct ABA therapy as outlined in University Settlements ABA Manual
- Collect DTT data, conduct MAND trials, complete graphing, and generalization of skills and submit weekly.
- Participate in direct in-home supervision by the assigned supervisor/team leader.
- Use PS calendar/schedule to monitor case assignment and daily schedule.
- Report daily to assistant director case assignments.

### Qualifications:

- Master's degree in Early Childhood Special Education or Social Work
- License in Social Work (LMSW or LCSW)
- Minimum of 2 years' experience working with children less than 5 years old
- Bilingual Spanish, Cantonese or Mandarin speakers are preferred

**Hours:** 35 hours per week

**Salary:** Low to mid 40s

**Contact:** Submit cover letter and resume to:

[https://workforcenow.adp.com/jobs/apply/posting.html?client=ussofny&jobId=36155&lang=en\\_US&source=CC3](https://workforcenow.adp.com/jobs/apply/posting.html?client=ussofny&jobId=36155&lang=en_US&source=CC3)