



JOB ANNOUNCEMENT

Announcement Number	: 25-12
Position Title	: Social Worker I
Annual Salary	: \$45,720.00
Location of Position	: University of Puerto Rico Mayaguez Campus Department of Counseling and Psychological Services
Opening Date	: April 29, 2025
Closing Date	: May 28, 2025

INTRODUCTION

The University of Puerto Rico, Mayagüez Campus, is currently seeking candidates for Social Worker I in the Department of Counseling and Psychological Services.

MINIMUM REQUIREMENTS

Applicants must have a master's degree in social work (MSW) from an accredited and recognized university, with a specialization in Clinical Social Work or have completed all degree requirements by the date of hire. Hold a Professional Social Work License issued by the Examining Board of Social Work Professionals of Puerto Rico and be an active member of the College of Social Work Professionals of Puerto Rico. A minimum of two (2) years of experience working in Clinical Social Work, primarily with youth or young adults, preferably at university level. Fully bilingual (Spanish and English). Possess knowledge and skills in the use of computers or electronic records and in preparing statistical reports. Demonstrate teamwork skills and promote an environment of mutual respect and courtesy.

JOB DESCRIPTION AND DUTIES

Among the tasks that the Social Worker must perform are:

1. Conduct an initial screening ("intake") to assess the reason for the student's consultation and then refer them to the appropriate support staff (psychologists, professional counselors, clinical social workers, or others) based on the student's situation or issue.
2. Evaluate, diagnose, and outline an action plan for the cases assigned to them.
3. Provide therapy and follow-up for students regarding emotional, social, personal, family, and other conflicts.
4. Offer individual or group social work services using various treatment modalities, in line with the student's condition and situation, aimed at achieving a better adjustment in academic functioning, the family environment, and in the community.
5. Provide professional case consultation and counseling to students.
6. Establish a referral resource system.
7. Participate in case discussions to maintain a multidisciplinary service approach for the benefit of the student.
8. Schedule, interview, and make use of the resource of parents or others when the situation requires it.
9. Intervene in cases of socioeconomic issues such as single mothers, parent-child relationship problems, adoption, housing, sexual education, premarital counseling, divorce, sexual assault, and others.
10. Serve as a resource in activities aimed at students, professionals, or other community members as required.
11. Develop guidance for support groups on topics or areas identified as necessary for a specific student population.
12. Participate in professional training activities or committees that organize them.
13. Participate in departmental or institutional committees.

- 14. Maintain a work program that reflects the distribution of time for tasks.
- 15. Use the "Titanium" program as an agenda, for electronic records, and prepare statistical reports.
- 16. Attend departmental meetings.
- 17. Perform other related tasks as required.

HOW TO APPLY

Please, provide the following documents:

- 1. Cover letter (including announcement number for which you are applying, e-mail, address, and phone number)
- 2. Curriculum Vitae
- 3. Official transcripts of undergraduate and graduate studies
- 4. Copy of the professional license to practice social work in Puerto Rico
- 5. Copy of active membership issued by the College of Social Work Professionals of Puerto Rico
- 6. Three (3) letters of recommendation from peers in the professional area or supervisors to:

Dr. María E. Almodóvar Almodóvar, Interim Department Chair
Department of Counseling and Psychological Services
Deanship of Students
University of Puerto Rico, Mayagüez Campus
Call Box 9000
Mayagüez P.R. 00681-9000
Telephone (787) 832-4040 Ext. 2040,3372

Letters or documents sent by e-mail must be directed to Dr. María E. Almodóvar Almodóvar and sent by email to dcsp@uprm.edu To learn more about the Department of Counseling and Psychological Services at UPRM, please visit <http://www.uprm.edu/dcsp/>

SUBMITTED BY: 
Jesús Manuel Acevedo Rivera, MBA
Director

Among the benefits offered by the University of Puerto Rico are: medical plan, savings and investment plan of the University of Puerto Rico, sick leave, and maternity and paternity leave.