

GOVERNMENT OF MAURITIUS

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

- Ministry:** Education and Human Resources, Tertiary Education and Scientific Research
- Post:** Senior Educational Social Worker
- Salary:** Rs 23,975 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 –
42,325 (06 052 072)
- Effective Date:** 14 July 2017
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Educational Social Worker who reckon at least four years' service in a substantive capacity in the grade and who –
- (i) possess strong interpersonal and communication skills;
 - (ii) possess strong problem-solving skills and decision making abilities;
 - (iii) possess good analytical and report writing skills; and
 - (iv) have a high sense of integrity and confidentiality and possess such qualities as trustworthiness, discretion, maturity and tact.
- Duties:**
1. To be responsible to the Director of the zone, through the Senior Educational Psychologist, for the following –
 - (a) planning, supervising, coordinating and monitoring the work of Educational Social Workers;
 - (b) implementing, monitoring and supervising programmes and activities related to social work practices in schools and during home visits;
 - (c) ensuring that support and appropriate advice and guidance are provided to children and their families at risk of social exclusion;
 - (d) preparing and submitting updated reports and ensuring follow-up actions thereon;
 - (e) ensuring that sensitisation/awareness programmes with children and parents are implemented in schools and other institutions;

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CERTIFIED CORRECT

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*for Senior Chief Executive
Ministry of Civil Service and
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- (f) providing guidance, training and support to newly recruited Educational Social Workers;
 - (g) preparing, compiling, maintaining and submitting statistical information on social indicators for decision making; and
 - (h) working with other relevant stakeholders to promote high levels of attendance at schools.
2. To assist in case conferences in connection with children and families with problems.
 3. To conduct social inquiry through home visits and provide necessary assistance and counselling, where required.
 4. To represent the Ministry on relevant committees, as and when required.
 5. To provide group/individual counselling in school premises, as and when required.
 6. To use ICT in the performance of his duties.
 7. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Senior Educational Social Worker in the roles ascribed to him.



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