Los Angeles Unified School District

Human Resources Division

Psychiatric Social Worker

Application Instructions

Thank you for your interest in a position as a Psychiatric Social Worker. In order to apply, please follow the instructions below:

- Review the PSW Class Description for qualifications
- Complete an online application at www.teachinla.com. All required documents must be upload by the applicant.
  1. The online application requires email addresses for all your references for the past three years of employment/ service; one of which must be from your current immediate supervisor. A minimum of (3) references are required.
  2. PSW Employment Self Checklist- is a guide for applicants to use in order to ensure that all necessary documents are uploaded. Applicants do not need to upload the self-checklist.
  3. Cover Letter- must be a maximum of two pages; it must describe your experience and training by covering all four areas below:
     a. Utilizing a multidisciplinary approach to address barriers to learning and to restore and maintain a safe and healthy learning environment for students and parents
     b. Utilizing evidence-based and/or evidence informed practices or specialized training
     c. Guiding and informing student, parents, and school staff on psycho-education and available resources
     d. Responding to crises, critical incident, and emergency situations
  4. Current Resume
  5. Original Transcripts- Applicant must open their sealed undergraduate and graduate transcripts and upload them
  6. Applicant selects Option 1 or Option 2 depending on their registration/ license
  7. OPTION 1- ASW Registration   OR
     a. California Pupil Personnel Services (PPS) Credential
     b. California Basis Educational Skills Test (CBEST)
     c. Associate Clinical Social Worker Registration

  8. OPTION 2- LCSW
     a. Licensed Clinical Social Worker (LCSW) in California- (Must obtain Specialized Health Credential upon hire)