

MISSION STATEMENT

The Ohio Department of Job and Family Services (ODJFS) is a \$3.5 billion agency with approximately 2,500 employees. The ODJFS develops and supervises the state's public assistance, workforce development, unemployment insurance, child and adult protective services, adoption, child care, and child support programs. ODJFS' mission is to improve the well-being of Ohio's workforce and families by promoting economic self-sufficiency and ensuring the safety of Ohio's most vulnerable citizens.

This position is held within the Office of Families and Children. Learn more about the office by visiting Jobs and Family Services – Office of Families and Children webpage. <http://jfs.ohio.gov/ocf/index.stm>

Vision: Ohio's children, youth and vulnerable adults have a safe and permanent family that nurtures and promotes their overall well-being.

Mission: Through partnership with public and private agencies, we support the delivery of services to improve outcomes that promote safety and well-being.

THIS POSITION IS BEING RE-POSTED. ALL INTERESTED APPLICANTS NEED TO RE-APPLY.

Major Duties and Responsibilities:

Under administrative direction, formulates and directs implementation of human services program policies, procedures, goals, and objectives having statewide impact (i.e., provision of educational stability for children in foster care based on Fostering Connections and Increasing Adoptions Act of 2008 and cross agency collaboration with Every Student

Succeeds Act administered by the Ohio Department of Education): ensures the protections and educational stability of vulnerable youth in the foster care system; analyzes and interprets federal and state statutes governing intersystem programs that intersect with child welfare programs (e.g., mental health and addiction services; health; juvenile justice) and ensures compliance with statutory requirements; develops administrative rules and policies; monitors and determines effectiveness of existing policies and procedures; oversees technical assistance provided to Office for Families and Children and governmental agencies; provides technical consultation (e.g., policy and procedures; research and evaluation methodologies; information and recommendations from committees and task forces; content of requests for proposals; statewide program operations); communicates with public and private agencies, contractors, and other governmental agencies to address child welfare monitoring performance and practice; designs and reviews statewide implementation and operational strategies to improve program operations; consults with federal, state, local and regional agencies regarding federal and state contracts, discretionary grants, and cooperative agreements (e.g., educational stability provisions); analyzes fiscal impact and makes budgetary recommendations regarding delivery of service systems for program integration statewide.

Directs research and formulation of responses to inquiries and complaints from government officials (e.g., governor; legislators; employees of state and federal agencies; service providers; individuals and groups representing constituents); represents Ohio Department of Job and Family Services and Bureau Chief at statewide conferences, meetings, briefings and training; makes presentations regarding program plans, directives, and developments; prepares and directs preparation of position papers and reports.

Performs other related duties (e.g., conducts and participates in staff meetings, training conferences and seminars; prepares and delivers speeches and presentation before interagency and professional audiences; utilizes personal computer to maintain records, logs and files).

Qualifications

The following are the minimum qualifications for this position. For further consideration, applicants must clearly identify how qualifications are met within the education and/or experience sections of the applications.

The ideal candidate must have:

Completion of undergraduate core program in social or behavioral science or pre-medicine;

- **AND** 24 mos. exp. in delivery of human services or medical assistance in governmental, community or private human support services agency or medical provider;
- **AND** 6 mos. exp. in management;
- **AND** 12 mos. exp. in supervisory principles/techniques.

OR

Completion of graduate core program in social or behavioral science or medicine-related field;

- **AND** 18 mos. exp. in delivery of human services or medical assistance in governmental, community or private human support services agency or medical provider;
- **AND** 6 mos. exp. in management;
- **AND** 12 mos. exp. in supervisory principles/techniques.

OR equivalent of Minimum Class Qualifications for Employment noted above.

Unless required by legislation or union contract, starting salary will be set at step 1 of the pay range (currently \$30.91 per hour.) If this position is filled internally, the wage rate will be determined in accordance with the labor contract.

All answers to the supplemental questions **must** be supported by the work experience/education provided on your civil service application.

Unless the posting requires, please do not include attachments, as attachments will not be considered as part of your application.

TRAVEL REQUIRED, AS NEEDED. MUST PROVIDE OWN TRANSPORTATION OR, IN ORDER TO OPERATE A STATE VEHICLE, YOU MUST HAVE A VALID DRIVERS LICENSE.

Status of posted positions: You can check the status of your application online by signing into your profile and clicking the "My Jobpage" tab to view completed submissions and submission details. If you have

questions/inquiries, other than your application status, please direct them to the [HR Support Center@jfs.ohio.gov](mailto:HR_Support_Center@jfs.ohio.gov)

Background Check Information

The final candidate selected for the position will be required to undergo a criminal background check, Criminal convictions do not necessarily preclude an applicant from consideration for a position. An individual assessment of an applicant's prior criminal conviction(s) will be made before excluding an applicant from consideration.