



COUNTY OF SUMMIT

THE HIGH POINT OF OHIO

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Intake Caseworker

Below you will find the details for the position including any supplementary documentation and questions you should review before applying for the opening. To apply for the position, please click the **Apply for this Job** link/button.

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Position Details

Job Information

Appointing Authority	Summit County Children Services
Bargaining Unit	CWA, Local #4546, AFL-CIO
Department/Division	Children Services
Full Time/Part Time	Full Time
Regular/Temporary	Regular
Work Schedule	Monday – Friday, 8:30am to 4:30pm
Job Description	Conducts investigation and/or provides Alternative Response (AR) model of services to eligible families reported to the Agency where children have been identified as at risk of abuse; neglect and/or dependency. Assesses risk of family situation; makes service recommendations and/or recommends child removal to reduce/remove safety threats to children. Collaborates with community professionals to meet the individual service needs of families, strengthen families and reduce/remove safety threats to children.
Required Qualifications	Bachelor's Degree in Social Work or related field and LSW or PC required. Two (2) years social work experience in child welfare (preferred), mental health or family services. Valid Ohio Driver's License required.
Preferred Qualifications	
Pre-Employment Testing Requirements	Criminal Background Check, Pre-employment Drug and Alcohol Testing
Work Environment	
Physical Demands	
Licensing/Certification	
Additional Information	

Job Duties

Job Duty Name	Essential Job Duties and Responsibilities
	Investigation Model: Investigates allegations of abuse, neglect, dependency to determine a validity

Description of Job Duty	<p>of allegations and an assessment of risk; complete all required assessment tools. Assesses family situation through visits, interviews, phone calls, records and other sources. In consultation with supervisor, makes timely recommendations for services and/or need for removal and placement; makes referrals to other community agencies for services and resources on behalf of families and children. In collaboration with community service providers, provides social services to children and families based upon individual family needs. Provides social services to children and families. Transports clients when necessary.</p> <p>Alternative Response Model: Completes required assessment tools to determine risks to children's safety and well being. Assessments complete through home visits, interviews, phone calls, record reviews and collaboration with community services providers and interested parties. In consultation with supervisor, makes timely recommendations for services and referrals to community service providers. In collaboration with community service providers, provides social services to families based upon individual family needs. Provides social services to children and families. Transports client families, as necessary.</p> <p>Completes case history and documents case activities; prepares Alternative Response service plans, assists in the preparation of information needed in relation to court filings and maintains required documentation in the SACWIS system. Maintains records and reports as required.</p> <p>Attends and participates in Family Team meetings and in other Agency meetings, supervisory consultations, in-service trainings and testifies in court. Represents the Agency in the community. Assists in the orientation of new social workers.</p> <p>Performs other related duties assigned.</p>
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Requisition Details

Requisition Details

Requisition Number	B-0972018-R
Working Title	Intake Caseworker
Posting Type	External/Public Posting
Number of Vacancies	1
Advertised Salary	\$19.72/hour (training) \$20.51/hour (Bachelor's) \$22.84/hour (Master's)
Open Date	12/27/2018
Close Date	02/28/2019
Open Until Filled	Yes
Special Instructions Summary	

Supplemental Questions

Required fields are indicated with an asterisk (*).

- * Do you possess a degree or will you have one in the next 6 months in one of the following: Social work, Counseling, Psychology, Sociology, Criminal Justice, Human Development & Family Studies or Child & Family Studies?
 - Yes
 - No
- * Do you possess an LSW, LISW, LISW-S, PC or PCC?
 - LSW
 - LISW
 - LISW-S
 - PC
 - PCC
 - I do not have any licenses/certification listed above
- * Are you a University Partnership Program (UPP) graduate?
 - Yes
 - No
- * Have you ever interviewed for employment or been employed at SCCS or Summit County? If yes, please give dates and explanations. If no, please enter "No"

(Open Ended Question)
- * Are you related to anyone on the Board of SCCS or anyone employed by SCCS or Summit County? If yes, please give name and relationship. If no, please enter "No"

(Open Ended Question)

6. * Have you ever received services or been involved with Summit County Children Services or any other Child Welfare system? If yes, please give dates and explanation. If no, please enter "No"

(Open Ended Question)

7. * Have you been convicted of or plead guilty to any offense identified in the Ohio Administrative Code (OAC) 5101:2-5-09? If yes, please give offenses, dates and explanations. If no, please enter "No"

- Yes
- No

8. * Have your driving privileges ever been denied, suspended or revoked? If yes, please give dates and complete reasons. If no, please enter "No"

(Open Ended Question)

9. * What is your driver's license number? If you do not possess a driver's license, please enter "N/A".

(Open Ended Question)

10. * Do you currently use tobacco products?

- Yes
- No

Documents Needed to Apply

Required Documents

1. Resume

Optional Documents

1. Cover Letter