

CHILD PROTECTION CASEWORKER
ONGOING/PROTECTIVE UNIT

To apply for this position, please email resume and cover letter to: Cindy.Ricketts@jfs.ohio.gov. Resume should include 3 references including phone and email contact information. Resumes should be received by 4:30pm on September 16, 2019.

Department: Clinton County Job and Family Services – Ongoing/Protective Unit

Type: 1 Full-Time Position \$17.00 per hour

Probationary Period: 365 Days

Date Posted: August 29, 2019

Bargaining Unit Position: No

Classified or Unclassified: Classified

Exempt or Nonexempt: Nonexempt

Reports to: Child Protection Unit Supervisor

Minimum Qualifications: Bachelor's Degree in a social work or a related field, valid Ohio Driver's License, reliable transportation, excellent communication skills, ability to deal with people in difficult circumstances, competent computer skills.

Job Duties: Provides direct casework services, counseling, information and referral for services to families and children on their caseload for purpose of keeping families intact, reunification and/or permanency planning. Prepares family service plans, counsels family members in what is required to resolve present problems and prevent future problems. Monitors progress of family in following family service plan and updates plan as needed. Makes recommendations regarding assumption of custody and placement of children. Arranges and supervise visitation between children and parents.

Prepares for and attends meetings for children and family on their caseload including, but not limited to, semi-annual reviews, school meetings, funding meetings and other meetings as requested by their Supervisor. Prepares case for court proceedings and attend those proceedings. Documents all case activities by maintaining case notes and case files as required by Ohio Department of Job and Family Services and agency policies. Monitor progress on problems due to court actions.

Cooperates with institutional staff, foster parents, churches, schools, health organizations, physicians, specialist, other agencies, community groups, courts, recreational facilities and all other resources to promote better services to families and children.

Transports children to appointments including, but not limited to, medical, school, visitation and counseling.

Maintains confidentiality of case and agency information. Comply with agency personnel policies and procedures. Demonstrates regular and predictable attendance.

This job description is not intended to be all inclusive and may be changed at any time with or without notice. It not a contract of employment, express or implied. Job responsibilities may include other responsibilities as assigned by immediate supervisor, Department Head or Elected Official.

Clinton County is an Equal Opportunity Employer.