

Crawford County Job and Family Services

Income Maintenance*Workforce Development*Child Support Enforcement*Children Services

JOB & FAMILY SERVICES

224 Norton Way
Bucyrus, Ohio 44820
Tel 419-562-0015
Fax 419-563-9797

CHILDREN SERVICES

224 Norton Way
Bucyrus, Ohio 44820
Tel 419-563-1570
Fax 419-562-0050

VACANT POSITION

Social Services Worker 2
BASE: \$16.72

Class Number: 30132
Range: 05

EQUAL OPPORTUNITY EMPLOYER

***IF YOU ARE INTERESTED AND YOU MEET THE QUALIFICATIONS, AN APPLICATION (found at our website: www.crawfordcountyjfs.org), COVER LETTER AND RESUME MUST BE SUBMITTED DURING THE POSTING DATES LISTED BELOW. ***

CONTACT INFORMATION: ATTN: ANDREA TRUEX

Andrea.Truex@jfs.ohio.gov OR MAIL TO: CRAWFORD COUNTY JOB AND FAMILY SERVICES,
224 NORTON WAY, BUCYRUS, OH 44820.
POSTING DATES: 03/09/2020-03/23/2020

If Assigned to Intake: Investigates claims of abuse and neglect of children and/or older adults and develops initial cases. (Allegation reports may be received directly from the reporter or from the worker performing screener duties.) Intervenes as necessary (may include working collaboratively with law enforcement) to ensure the child(ren)'s or older adult(s)'s safety; conducts face-to-face interviews with child(ren) (including forensic interviews) or older adult(s), family members and other involved parties in-house or off-site; gathers information (e.g., audio tape interviews; take photographs; write notes, etc.) needed to analyze risk; conducts telephone interviews with others (collateral contacts) who may have useful knowledge of the involved child(ren), older adult(s) or family; completes family risk assessment; determines risk or harm to child(ren) or older adult(s); obtains required releases for involved parties; develops and implements plans of action to reduce the identified risk; completes necessary documentation for compliance with applicable law; enters data in MIS (i.e., SACWIS) system(s); recommends and refers families and children or older adult(s) to services and activities conducive to safety and stability; completes and processes RSO's as needed; conducts courtesy interviews as requested by other counties.

If Assigned to Ongoing: Maintains cases of child(ren) or older adults previously determined to require protective services. Conducts in-home assessments; completes documentation; utilizes and updates the family risk assessment; works with intake case manager to develop and obtain signatures on initial case plans; prepares appropriate amendments to case plans; prepares and submits required reports and correspondence; arranges home and placement visitation; transports customers in accordance with established rules; observes visitation and documents observations; identifies needed services; arranges and coordinates identified services; secures and maintains signed releases as required; evaluates progress toward reducing negative behaviors; documents reasonable efforts taken to reunify; evaluates placements while planning for reunification. Manages independent living cases as assigned and provides progress reports on youth transition as required intervals (3-month case review and 6-month SAR), and as requested.

MINIMUM QUALIFICATIONS

Per Section 5153.112 of the Ohio Revised Code, applicants of a Public Children Services unit must have one of the following:

1. A Bachelor's degree in human services-related studies, 2. **OR**, a Bachelor's degree in any field and have been employed for at least 2 years in a human services occupation, 3. **OR**, an Associate's degree in human services-related studies, 4. **OR**, been employed for at least five years in a human services-related occupation. For employment to continue, a person described in Option 2,3, or 4 above must obtain a job-related bachelor's degree not later than five years after the date employment with the agency commences.

NOTE: All liability and responsibility for determining "human services-related studies" or "human services-related occupation" rests with the employing agency. Per Section 5153.122 of the Ohio Revised Code, each caseworker shall complete at least 102 hours of in-service training during the first year of the caseworker's continuous employment, consisting of courses in recognizing and preventing child abuse and neglect, assessing risks, interviewing persons, investigating cases, intervening, providing services to children and their families, and other topics relevant to child abuse and neglect. After the first year of continuous employment, each caseworker annually shall complete 36 hours of training in areas relevant to the caseworker's assigned duties. In addition, applicant must have valid driver's license.