

CASEWORKER II – INTAKE & ONGOING POSITIONS

Wayne County Children Services is currently accepting applications for Caseworker II positions in our Intake and Ongoing Departments.

Qualifications:

- Bachelor's Degree in Social Work or a related field required
- LSW/LISW or eligibility for licensure by the State of Ohio preferred, but not required
- Valid Ohio driver's license and acceptable driving record as defined by Agency policy
- Flexibility in daily routines
- Keyboard/computer literate
- **Position is on-call approximately two weeks per year. While on-call, employee must reside within a one (1) hour response time to all points in Wayne County. ****

Job Responsibilities include, but are not limited to:

Under direction provides direct services to families by investigating allegations of child abuse and/or neglect, completing risk assessments, providing counseling, making referrals and creating and monitoring case plans.

- Investigations
 - Ensure safety of child
 - Perform Risk Assessment according to established guidelines
 - Interview collateral sources, child and adults
 - Screen calls
 - Prioritize calls and determine deadlines
 - Provide short-term case management
 - Transfer cases to appropriate department for ongoing case management
- Case Management
 - Visits with families in the home to perform risk assessments, make referrals, monitor case plans
 - Ensure safety of children
 - Meet with parents and foster parents
 - Staffing with supervisor and other agency personnel regarding cases
 - With attorney, prepare cases for court, attend hearings, and provide testimony
 - Prioritize calls and determine timelines
 - Check SACWIS and other sources for family information
 - After hours on-call in rotation with other caseworkers**
 - Transport clients to and from appointments
- Administrative
 - Case dictation and SACWIS documentation
 - Complete forms and internal documents
 - Prepare for and participate in Semi-Annual Administrative Reviews and Family Team Meetings
 - Time documentation
 - Correspondence with clients, service providers, etc.
 - Participate in training opportunities

Benefits include minimum hourly rate of \$17.19; LSW/LISW stipend; paid sick leave, vacation, personal time and holidays; OPERS; cell phone stipend; fleet of cars to use for work related transportation; health, dental, prescription, optical and life insurance; wellness program; on-call pay; flex hours. We are an equal opportunity employer.

Application must accompany resume and may be found on our website (www.waynecsb.org).

Mail, fax or email completed application & resume to:

Lisa Cygan, Human Resource Director
Wayne County Children Services
2534 Burbank Rd.

Wooster, OH 44691

Fax: 330-345-1282.

Email: Lisa.Cygan@ifs.ohio.gov