

1855 State Route 47 West
Bellefontaine, Ohio 43311



Phone: (937) 599-7290
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JOB POSTING

SOCIAL SERVICES WORKER-ONGOING

Responsibilities include:

- Provision of Case Management Services to assigned caseload of families. Assess each child and family's strengths, needs, goals and objectives involving the family in the development of a written case plan. Maintain contact with the family during home visits providing supportive services.
- Involve service providers in case planning and throughout the process of the case.
- Prompt completion of required paperwork and documentation in accordance with agency policy and procedures.
- Prepare for and attend Court hearings providing testimony when needed.
- Timely transfer of cases between units with completion of required paperwork and home visit with caseworkers.
- Presents self to agency personnel, clients, and the public in a professional and competent manner; promotes teamwork, agency mission, values, and goals.
- Attends meetings and training as requested. Performs other duties as assigned, including caseworker duties when assigned.
- Maintains confidentiality of case and agency information. Comply with agency personnel policies and procedures. Demonstrates regular and predictable attendance.

Job requires a bachelor's degree in a human service-related area. Previous social service experience a plus.

Applicants should email their resume to Stephanie McClain at Stephanie.McClain@jfs.ohio.gov by 4:30 p.m. on Friday, May 17, 2024.