

JOB POSTING

The Harrison County Department of Job and Family Services will be filling the following vacant position: Social Service Worker 2, Pay range 29 (base pay - \$19.21 per hour). Excellent benefits provided.

JOB DUTIES INCLUDE, BUT ARE NOT LIMITED TO:

Investigates claims of abuse and neglect of older adults and/or children AND/OR maintains caseload of children/families who have previously been determined to require the protective assistance of the services of the agency (i.e., ongoing clients) as determined appropriate AND/OR manages caseload of foster care and/or adoption assessment and placements. Prepares assigned cases for administrative or judicial procedures as required. May determine and re-determine clients' eligibility for publicly funded social services programs. May participate in legal action to establish legal guardianship in cases related to older adults, to include testifying in court as necessary. Meets procedural deadlines governing the management of social services cases set by the State of Ohio and ensures that this documentation is complete. Serves as on-call social service worker (e.g., on weekends, holidays, after business hours). Serves on internal/external committees and attends various agency meetings. Develops and administers public education programs pertaining to issues related to case assignments.

MIMIMUM 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, or**
- 2. A bachelor's degree in any field and have been employed for at least two years in a human services occupation.**

Previous experience with child protective services preferred.

Applicant must have regular and predicable attendance and must possess a valid driver's license and auto insurance.

The Harrison County Department of Job and Family Services is an equal opportunity employer.