



**MONTGOMERY COUNTY**  
Department of Human Resources  
451 West Third Street, 9th Floor  
Dayton, OH 45422

<http://www.mcoho.org>

**INVITES APPLICATIONS FOR THE POSITION OF:  
Child Welfare Caseworker (1-3) External Pool**

*An Equal Opportunity Employer*

**SALARY**

\$19.80 - \$29.21 Hourly

**OPENING DATE:** 03/23/21

**CLOSING DATE:** 04/22/21 11:59 PM

**POSITION OVERVIEW:**

Under supervision utilizing a team approach, our Child Welfare Caseworker's provide direct casework services to children, birth families, kinship caregivers, and foster families.

Union: Professionals Guild of Ohio.

**SUMMARY OF JOB DUTIES**

Protecting children and strengthening families are the core of Montgomery County Children Services' mission. We investigate thousands of claims of abuse and neglect each year, and we prevent dangerous situations by working with families and providing them with helpful resources.

When the court places a child in our custody, our primary goal is to make that family whole again. This is accomplished through ongoing case management with birth families and foster families. Our staff fully appreciates the trauma children experience when they are removed from their home, and we strive to minimize that trauma and quickly facilitate a safe and stable environment.

If reunification is not possible, our staff will tirelessly work to match a child with a loving adoptive family. We have a proud history of ensuring safety and happiness for Montgomery County children. Key to our success is the ongoing recruitment of single and married foster parents, as we have 600 or more children in foster care at any given time.

**Our dedicated Child Welfare Caseworker:**

Provides casework services to families in which children may be dependent, neglected or abused; secures protection for children from potentially abusive environments; visits foster homes ensuring proper care of children.

Assesses risk to children, family functioning and available supports in order to establish a plan for services which ameliorates the conditions which place children at risk.

Implements services which promote family preservation, placement stabilization, family reunification, concurrent planning and permanency for children.

Ensures that cultural issues are addressed in client case plans, consulting with other knowledgeable staff as needed.

Performs required record keeping functions and required paperwork; prepares written assessment reports, case reviews, dictation and related documentation as required.

Supports and develops team approach in working with birth families, kinship caregivers and foster families. Enables families and children to utilize appropriate community resources.

Develops and/or maintains constructive relationships with other agencies involved with children and families.

Maintains contact with service team members, i.e. treatment specialists, school and hospital. Provides services to foster families which maintain children in their placement while supporting and facilitating timely reunification; provides an alternative permanent plan as a last resort.

Provides specific services to foster families to enhance their foster care experience, understanding of placement process, their roles and responsibilities, their capacity to accept and maintain child and support reunification process. Advocates for both natural families and foster families.

Contributes to decision making for the matching of children with their foster homes. Responsible for the coordination of placements including pre and post placement activities.

Collects appropriate data for possible legal action and presents facts as evidence in court cases. Works collaboratively with legal support services.

Performs other related duties as assigned, including attending staff meetings, case conferences, workshops, in-service training sessions and meetings.

## **MINIMUM QUALIFICATIONS AND REQUIREMENTS**

CWC 1 - BA/BS in Social Work or related area and one year experience in social work. Will consider BS/BA in Social Work with field placement in social work.

CWC 2 - Masters in Social Work or related field. Preference given to candidates with field placements or volunteer experience involving casework responsibility with families and children - OR- BA/BS in Social Work or related field and at least two (2) years of related experience preferably in Child Welfare.

CWC 3 - Master's Degree in Social Work or closely related field with two (2) years experience including Child Welfare, Mental Health, or Family Services -OR- Bachelor's in Social Work or closely related field plus five (5) years of Social Work experience in Child Welfare, Family Service or Mental Health.

-OR- evidence of equivalent minimum qualifications (education, experience or a combination of the two).

Must have current valid State of Ohio Driver License with acceptable driving record (see Montgomery County Driver Eligibility Policy on our Job Opportunities website).

### **License / Certification or Training Requirements:**

First Aid, Defensive Driving, Car Seat Installation & Safety

### **Background Check Information:**

The final candidate selected for the position will be required to undergo completion of a background check, which will include a criminal background check. Criminal convictions do not

necessarily preclude an applicant from consideration for a position. An individual assessment of an applicant's prior criminal convictions will be made before excluding an applicant from consideration.

The final applicant selected for this position will be required to submit to urinalysis prior to approval by the Montgomery County Bureau of County Commissioners to test for illegal drug use. Montgomery County will decline to extend a final offer of employment to any applicant with a verified positive test result.

In addition to these, a Motor Vehicle Report check, a physical fitness test and verification of your former employment may be required.

**SUPPLEMENTAL INFORMATION**

In order to be considered for this position, you must apply on-line through this posting website. We no longer accept paper applications.

We cannot give you credit for your qualifications, experience, education and training in the job selection process if you do not provide it in your on-line application.

We will communicate with you through the email you provided in your profile and job application. Be sure to check your email often.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:  
<http://www.mcoho.org>  
OR  
451 West Third Street, 9th Floor  
Dayton, OH 45422

Job #03901  
CHILD WELFARE CASEWORKER (1-3) EXTERNAL POOL  
MR

**Child Welfare Caseworker (1-3) External Pool Supplemental Questionnaire**

- \* 1. Are you currently employed by the Montgomery County Department of Job and Family Services as a permanent employee?  
 Yes    No
- \* 2. Do you have a Master's Degree in Social Work or a closely related field?  
 Yes    No
- \* 3. Do you have a Bachelor's Degree in Social Work or a closely related field?  
 Yes    No
- \* 4. Do you have at least one year of work experience in social work or do you have field placement experience in social work?  
 Yes    No
- \* 5. Was your social work or field placement experience obtained through an internship program?

Yes  No

\* 6. How many years of work experience do you have in social work specific to child welfare?

- None
- Less than 1 year
- More than 1 year less than 2 years
- More than 2 years less than 5 years
- More than 5 years

\* 7. Have you participated in the University Partnership Program (UPP)?

- I have not participated in the program
- I am a current participant of the program
- I have graduated and completed the requirements of the program

\* 8. Have you completed the state required CORE Training?

Yes  No

\* Required Question