



## Fairfield County Ohio

# Social Service Worker 3 - Ongoing Caseworker

<b>SALARY</b>	\$25.11 - \$29.82 Hourly	<b>LOCATION</b>	Lancaster 43130, OH
<b>JOB TYPE</b>	Full-Time	<b>JOB NUMBER</b>	00562
<b>DEPARTMENT</b>	JOB & FAMILY SERVICES	<b>DIVISION</b>	Protective Services
<b>OPENING DATE</b>	04/16/2024	<b>CLOSING DATE</b>	Continuous

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### Description

The primary purpose of the Social Services Worker 3 position is to investigate claims of abuse and neglect of children. In addition, the classification prepares child cases for court, meets procedural deadlines governing the management of social services cases set by the State of Ohio and ensures that this documentation is complete, and could serve as on-call social service worker (e.g., on weekends, holidays, after business hours).

### Duties

**45%** Provides services to families by maintaining a caseload of abuse, neglect, and dependency cases. Works to assess the validity of complaints accepted according to the Department of Children and Youth (DCY) rules and agency policy of abuse, neglect, and dependency by conducting interviews of adults and children at various locations, completing assessments in the Statewide Automated Child Welfare Information System (SACWIS), gathering evidence, and working with community partners and/or collateral sources. Provides interventions to alleviate crises and reduce risks to children by engaging the family, community partners, and referring for service linkage. Establishes a family case plan with individualized goals and assesses progress on a routine basis; maintains contact with client, out of home placement, and interested parties and assesses progress of case plan; determines alternative treatment plans as necessary; provides crisis intervention case management as established by DCY Rule and Agency Policy. Attends/testifies at court hearings; attends and actively participates in administrative case reviews; performs planned and unplanned emergency removals and emergency placements; supervises visits with parents and transports children/adults. Is responsible for handling difficult and emergency cases and/or situations, during and after work hours, and makes referrals within Protective Services or to community partners for additional services to support the family. Required to travel throughout the state of Ohio and at times, throughout the United States, to complete mandates established by DCY. The duties of this position are considered high risk, high demand, and have significant unpredictability in daily tasks and require the need for flexibility.

**30%** Maintains case record documentation in SACWIS and the Electronic Data Management System (EDMS) (e.g., photos, audio/video recordings, activity logs, forms, written summaries, assessments, case plans, social history, and court documents) for supervisory approvals and agency record retention.

**15%** Assesses need for placement of children in substitute care when needed. Secure out-of-home care placement which best meets the child's individual needs in a least restrictive and most home-like/appropriate setting.

**10%** Participate in ongoing training, supervisory/staff meetings, staff consultations and other related management support tasks. Participates in weekend and after hours on call coverage on a rotating basis. Assist with overflow case assignments by assessing the validity of complaints accepted according to DCY rules and agency policy of abuse, neglect, and dependency by conducting interviews of adults and children at various locations, completing assessments in the Statewide Automated Child Welfare Information System (SACWIS), gathering evidence, and working with community partners and/or collateral sources. Provides interventions to alleviate crises and reduce risks to children by engaging the family, community partners and referring for service linkage. Perform other duties as assigned.

## Qualifications

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

Per Section 5153.122 of the Ohio Revised Code, each caseworker shall complete at least ninety 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 thirty-six hours of training in areas relevant to the caseworker's assigned duties. In addition, applicant must have valid driver's license.

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### Agency

Fairfield County Ohio

### Address

210 E. Main Street

### Phone

740-652-7880

Lancaster, Ohio, 43130

### Website

<https://www.co.fairfield.oh.us/>