

Marion County Children Services Board, an agency that functions to protect abused, neglected and dependent children, has the following position available.

Caseworkers needed to provide foster/adoption services, case management, case planning and direct intervention services to a caseload of families and children in need of protective services intervention for child abuse, child neglect and dependency. On-Call rotation required. Seeking Bachelor's Degree in Social Work or related field. Salary commensurate with experience. EEOC

See the QR code below to schedule for our October open interviews.

HIRING CASEWORKERS



Minimum Qualifications: Bachelor's Degree in a social work or a related field, valid Ohio Driver's License and insurance, reliable transportation, excellent communication skills, and computer skills. Must complete a background check, driving record check, and submit to random drug screening. EEO/AA

Any interested party may email, fax, or mail a resume to:

Dan Downes, Marion County Children Services Board
1680 Marion-Waldo Road, Marion, Ohio 43302;

Dan.Downes@jfs.ohio.gov

Phone (740) 386-0421 FAX (740) 389-3499.

Resume should include 3 non-related, professional references with phone and email contact information.



**Marion County
Children Services**

MAKE A DIFFERENCE

Why Choose MCCS?

- ✓ Tuition Reimbursement
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- ✓ Insurance Benefits
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- ✓ Starting Wage \$42,265
- ✓ Sign-On Bonus!



www.marionkids.com

Title: Placement Services Caseworker 2

Classification: Child Welfare Caseworker 2 # 06012

Immediate Supervisor: Placement Unit – Casework Supervisor

Positions Supervised: None

Overtime: Non-Exempt

Under general direction, the Placement Services Caseworker 2 is responsible for maintaining program activities in the area of foster care and adoption.

FOSTER CARE DUTIES

- * Performs all foster care certification and recertification home studies and submits completed materials to Ohio Department of Human Services to effect licensure.
- * Maintains listing of available foster homes and documents information regarding individual family capabilities; participates in matching conference with casework staff to effect appropriate placement of children needing family foster care.
- * Serves as liaison and agency representative to Foster Parents; assists foster parents with problems regarding licensure, board rates, clothing needs of children, and other home maintenance activities.
- * Arranges appropriate training opportunities for foster parents.
- * Effects necessary activities for implementation of IV-E program.
- * Arranges for supportive services for foster care providers.

ADOPTION DUTIES

- * Performs adoptive home studies for Marion agency families. Registers and updates approved families with OAPL.
- * Attends regional adoption meetings. Serves as agency liaison with other child placement agencies. Reviews adoptive home studies submitted by other placing agencies for Marion agency children.
- * Maintains listing of available adoptive families; participates in matching conferences with casework staff to effect appropriate placement of children into adoptive families.
- * Mails fliers received from other counties of children available for adoption.
- * Completes and submits family applications for adoption subsidy.
- * Organizes and implements recruitment campaigns for foster and adoptive families. Arranges and conducts informational/educational group meetings and provides appropriate application materials and instructions.

* Maintains foster home case records, including summary dictation, certification materials, and running records of children in placement; maintains adoptive family case records including home study and all supporting documentation.

* Provides post adoptive services as regulated after adoption.

Attends staff meetings, staff training, regular individual supervisory conferences, and other agency or community meetings.

* Testifies to children's adoptability through Juvenile Court when appropriate.

* Participates in matching of children to appropriate adoptive families; jointly with child's caseworker effects the adoptive placement.

* Provides follow-up services to children and families to resolve problems and to effect finalization of the adoption.

* Provides on-call, after hours, emergency services according to schedule.

* Demonstrates an ability to work within various computer software programs, such as Microsoft Windows, Access, Excel and PowerPoint and state-wide tracking information systems.

* Attends staff meetings, unit meetings, unit briefings, regular supervisory conferences, agency committees and staff training.

Annually provides four hours of service to agency sponsored/supported events.

* Maintains and increases knowledge and skills through attendance at meetings, conferences, training seminars and in-service training sessions.

* Plans and coordinates service delivery which reflects the standards of best practice, cultural competence, client advocacy and community needs.

* Performs additional duties and assignments, as required.

Performs other activities deemed necessary and/or appropriate by immediate supervisor and/or Executive Director.

QUALIFICATIONS

Bachelor's Degree in Social Work or related field. Valid Ohio driver's license, state minimum vehicle insurance and acceptable driving record. An individual who poses a direct threat to the health and safety of himself/herself or others in the workplace will be deemed not qualified for this position.

* Demonstrates an ability to work within various computer software programs, such as Microsoft Windows and state-wide tracking information systems.

WORKING CONDITIONS

Position requires frequent travel within the agency. Ability to occasionally lift and/or transfer up to forty (40) pounds. May be required to work a flexible schedule, including evenings and weekends. May be exposed to dangerous or threatening working conditions requiring the ability to respond appropriately.

* *Denotes an essential function of the job*