

POSITION POSTING – JOB AND FAMILY SERVICES,
CHILDREN SERVICES DIVISION

POSITION: **SOCIAL SERVICE WORKER**

PAY RANGE 7 \$15.89 - \$21.74

DEADLINE FOR APPLICANTS: until filled

DUTIES OF POSITION:

This position investigates claims of abuse and neglect of older adults and/or children and/or maintains a caseload of children/families who have previously been determined to require the protective assistance services of the agency. May manage caseload of foster care and/or adoption assessments and placements.

This position prepares child and/or older adult related cases for court, participates in legal action to establish legal guardianship in cases related to older adults, meets procedural deadlines governing the management of social services cases set by the State of Ohio and ensures that this documentation is complete. This person will serve in as the on-call social service worker evenings, weekends and holidays on a rotation basis.

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, or
3. An associate degree in human services-related studies, or
4. Been employed for at least five years in a human service-related occupation.

For employment to continue, a person described in Option 2, 3, or 4 above must obtain a job-related bachelor's degree not later than five years after the date employment with the agency commences.

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. 12 hours of Domestic Violence specific training is required to be completed in the first two years of employment. In addition, applicant must have valid driver's license and insurance.

METHOD OF APPLICATION: Qualified applicants may submit an application to the Preble County Board of Commissioners or an application, resume and/or letter of interest to – Rebecah Sorrell, Director, Preble County Job and Family Services, 1500 Park Ave. Eaton Ohio 45320.