

South Central Ohio Job & Family Services

• General Information

- Job Title: Social Service Worker 2 Intake
- Location: Logan, OH, 43138
- Base Pay: \$18.00 - \$26.35 / Hour
- Employee Type: Full-Time Employee
- Job Category: Child Protective Services, Social Services, Social Work
- Industry: Local Government, Public Employer, Social Services
- Required Degree: 4 Year Degree
- Travel: 60%
- Manage Others: No

• Contact Information

- Name: Human Resources
- Phone: 740-772-7630
- Email: scojfsr@jfs.ohio.gov

• Description

ESSENTIAL FUNCTIONS:

Receives & investigates complaints & referrals (by telephone, in-person or email) regarding alleged child abuse or neglect; makes initial contact with children & families; initiates agency intake process; assists law enforcement personnel in investigation of alleged abusive situations; assesses risks during home & field visits; makes referrals to other community agencies when children are in need of other resources; cooperates with other agencies & personnel when referring cases for further services; completes documentation detailing investigations; prepares summaries upon removal of abused or neglected children; testifies in court; provides counseling & referrals; handles sensitive inquiries & contacts from families, customers, & the general public; furnishes appropriate information to other counties & agencies; responds to questions & inquiries from the community regarding child abuse/neglect situations. Consults with Prosecutor as necessary to gain legal counsel re: case matters. Maintains confidentiality as specified by federal, state or local rules & laws.

Compiles social histories & diagnostic reports for agency & court related to allegations of child abuse or neglect. Attends court hearings as subpoenaed or assigned (i.e.: provides court documents in a timely manner as ordered or requested, testifies re: investigations, observed risk, recommendation for removal & on other matters pertinent to case; keeps Prosecutor properly informed & cooperates with them to ensure accurate & complete testimony & court documents are provided). Prepares & completes reports, correspondence, case records, etc.; maintains files & records both written and electronic.

Provides crisis intervention services; provides casework services to children & families to maintain stability in the family unit (e.g., interviews customers & families; transports customers when needed; monitors family visitations, etc.); provides casework services to selected group of children & families with special needs (e.g., performs intensive services; performs assessments & studies regarding children; provides specialized services as needed, etc.); provides information & referral services & counsels customers receiving agency emergency &/or protective services. Must be available to be on-call 24-hour services on a scheduled basis (e.g., on weekends, holidays, after business hours); attends & participates in evening appointments & meetings.

Remains informed of current developments & procedures pertinent to duties; participates in staff development activities & services review procedures; attends meetings, conferences and training as assigned or mandated by rule or law.

Exhibits regular & predictable attendance.

NON-ESSENTIAL FUNCTIONS:

Any other duties as assigned by Director or designee.

• Requirements

FOR CHILDREN SERVICES CASEWORKER POSITIONS 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's 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. NOTE: All liability and responsibility for determining "human services-related studies" or "human services-related occupation" rests with the employing agency. 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.

- **Summary**

SCOJFS is an Equal Opportunity Employer

SCOJFS is seeking qualified individuals who are interested in making positive impacts for children, families and the communities of Hocking, Ross and Vinton Counties. Please consider joining our team!

In addition to a rewarding career, the agency offers a full benefits package.

SCOJFS Benefits:

- Competitive Pay
- Opportunities for career advancement within a broad range of service areas
- Paid Holidays
- Paid Bereavement, Personal, Sick and Vacation Leave
- Group Health Insurance plans, with optional dental and vision coverage available
- Wellness Program and Incentives
- Optional Flexible Health Spending Account
- Employer paid Employee Assistance Program
- Employer paid \$10,000 life insurance policy
- Additional Supplemental Life Insurance Options
- Enrollment in the Ohio Public Employees Retirement System
- Options to enroll in one or both of the available Deferred Compensation Plans
- Flexible schedules are available to most positions

- **Additional Information**

- Requires Valid Driver's License: Yes
- Deadline to Apply: 2021-07-23

Go to the following link to apply: <https://secure6.saashr.com/ta/6163517.careers?CareersSearch>