This is a full-time, classified, bargaining position. The primary purpose is to investigate claims of abuse and neglect of children and/or older adults. 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 this documentation is complete.

**Minimum Qualifications:**

- Per Section 5153.112 of the Ohio Revised Code, applicants of 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 services-related occupation.

For employment to continue, a person described in Option 3 or 4 must obtain a job-related bachelor's degree no later than five years after the date employment with agency commences.

- The incumbent must possess a valid driver's license, required insurance, and maintain a safe and reliable vehicle that can be used in transporting clients of CCDJFS.
- This position required the incumbent to access non-ADA compliant homes or facilities.

**Preferred Qualifications:**

- Demonstrated ability to work in a variety of computer programs.
- Knowledge of writing and reviewing goals and writing case notes.
- Previous experience in working with children and families in human services related field.
- Knowledge of basic interviewing skills.

**Benefits:**

- Medical Insurance
- Dental Insurance
- Vision insurance
- Sick & Vacation leave
- 14 paid holidays
- Employee assistance program
- Retirement Plan
- Disability & Life insurance
- Tuition reimbursement

**Pay:** $19.09/hr. + 3% increase after probation

To apply visit: https://www.clarkcountyohio.gov/jobs.aspx

**Your County. Your Life. Your Impact.**

CCDJFS is an Equal Opportunity/ADA Compliance Employer.
CCDJFS does not discriminate on the basis age, ancestry, color, disability, ethnicity, familial/marital status, gender identity, genetic information, language, military/veteran status, national origin, pregnancy, race, religion, sex, sexual orientation, socio-economic status.