

SOCIAL WORKER III (CPS FAMILY ASSESSMENT)

GENERAL STATEMENT OF DUTIES

A Child Protective Services Family Assessment Social Worker provides direct services to children and their families or caregivers in response to reports of alleged or actual abuse, neglect, dependency or exploitation. As Caldwell County is committed to the Multiple Response System, a person in this position will use Family Centered Practice Principles to assess the risk and safety of children. A person in this position will be responsible for both forensic and family assessments, as well as case management services in appropriate cases.

This is an advanced-level social work position that involves making complex decisions regarding risk and safety of children both during the initial assessment and throughout case management services. A high level of various Social Work skills will be required in addressing areas such as serious mental illness, emotional and behavioral disorders, substance abuse, domestic violence, sexual abuse and environmental problems. This employee will need to be prepared to go into all different types of settings in order to complete the assessment and can expect to encounter a range of emotions that will require crisis management skills.

EXAMPLE OF DUTIES PERFORMED

Make home and school visits both in the completion of assessments and case management services.

Make telephone contacts with collateral sources.

Prepare for and navigate the juvenile court system, including writing court reports, preparing to testify and attending all necessary court.

Staff cases with supervisor and team on a regular basis to make case decisions.

Attend all training appropriate to the position.

Attend agency and community meetings.

Complete general administrative duties, such as day sheets, timesheets and travel reports.

Complete assessment tools and dictation for all cases.

Make referrals to community resources.

Knowledge, skills and abilities.

The employee in this position must have knowledge, skills and abilities in many different areas. The employee must have knowledge of case work and group work theory and techniques as well as case planning and case management skills. The employee must have knowledge of community resources and services for racial, ethnic, and other cultural groups in society, including their values and lifestyles. This employee must have an understanding of how social and environmental factors affect clients and the choices they make. This employee must have knowledge of crisis intervention techniques, and the ability to apply those techniques in a variety of circumstances. It will also be important that this employee have an understanding of advocacy theory and technique as well as an understanding of local, state and federal laws in regards to social services, education and health services.

The employee must have skills in the areas of listening to others with an open mind; collecting information and assembling relevant facts to prepare a social history, assessments and other reports; creating and maintaining professional helping relationships; observations skills and interpreting verbal and non-verbal behaviors. This employee must also have skills in discussing sensitive emotional subjects in a non-threatening supportive manner, as well as providing inter-organizational liaison services.

MINIMUM EDUCATION AND EXPERIENCE

A Master's degree from an accredited school of Social Work and one year of Social Work or counseling experience; or a bachelor's degree from an accredited school of Social Work and two years of experience in social work or counseling experience; or a master's degree in a human services field and two years of social work or counseling experience; or a four year degree in a human services field or related curriculum including at least 15 semester hours of in courses related to social work or counseling and three years of social work or counseling experience; or graduation from a four-year college or university and four years of experience in rehabilitation counseling, pastoral counseling or a related human service field providing experience in the techniques of case work, group work, or community organization; or an equivalent combination of training and experience.

This formal education would fully prepare an individual for entry into this position.

There is not training or experience which could be substituted for formal education.

There is not license or certification required by statute for perform the duties of this position.