

SAGUACHE COUNTY
DEPARTMENT OF SOCIAL SERVICES

Social Caseworker

General Statement of Duties

Position provides a full range of intake and/or ongoing social casework services for a variety of Title XX program areas such as child abuse and neglect cases, youth-in-conflict cases, and adults unable to protect their own interests. May also provide for the provision of ancillary services such as recruitment and supervision of foster and day care homes, and the placement of clients into foster and day care homes and institutions.

Duties

Conduct investigations of alleged physical abuse, neglect and parent-conflicts; determine if situation warrants placing children outside the home; supervise placement of children in foster care and coordinate parent/child visits; and determine when and if to recommend that children return to the home.

Develop effective case plans and provide counseling services to families regarding parenting skills, family problems, parent-child relationships and problems with the community. Assess any new child abuse or re-abuse complaints, and provide crisis intervention in these situations.

Provide intake assessment and evaluation, ongoing counseling services, and case planning to a variety of other cases including adults unable to protect their own interests and family conflict and youth-in-conflict cases.

Determine the need for recommending placement of clients into foster care. Locate placement appropriate to client's needs. Monitor client's progress in placement.

Make home visits with clients, organize services such as homemaker, day care, financial assistance, health (physical and mental), and legal, and provide information on available services.

May provide other ancillary social casework services such as recruiting new foster home parents and conducting day care licensing studies and certifications. Monitor quality of care provided in foster homes.

Testify in court on a variety of ongoing cases, make recommendations to the courts on abuse and neglect cases, placement of children, guardianship of adults, and custody investigations.

Develop and write reports for appropriate documentation of case plans, recommendations, contacts, assessments, etc.; develop case file information; complete forms and write correspondence. Other duties as assigned.

Job Requirements

This is a journey level position which requires a working level knowledge of established theories, principles, and concepts of social casework practice related to the assigned program areas. Incumbents are not expected to utilize extensive assessment and diagnostic oriented skills as are required at the higher levels. Employees continue to develop knowledge and utilize professional techniques and concepts beyond the mere application of detailed rules and procedures.

Difficulty of Work

The scope of the work at this level is somewhat restricted. Incumbent is not expected to handle difficult and complex cases without consultation and supervisory review. Critical decisions are made regarding difficult case situations only with the involvement and concurrence of the supervisor. Incumbent is expected to develop skill in the application of various case work techniques and methodology.

Responsibility

Detailed instructions are often received from the supervisor normally when cases are assigned and during the progress of cases which involve extensive assessment and diagnosis of dysfunctional individuals and families. Case management functions are expected to be performed independently. Work is reviewed for compliance to procedures, methods, general conclusions, final results and accuracy on a regular basis through staffings and supervisory reviews.

Personal Work Relationships

Work requires contact with legal, medical, and psychiatric professionals; members of the judicial system and clients; community organizations and resources; foster parents and other members of the agency for the purpose of developing effective treatment plans for clients and to help clients solve problems; and to educate the community about protection of clients and services available.

Physical Effort, Work Environment

Considerable travel is required in order to make home visits, and to visit foster parents and children in placement. Remainder of work is performed in a standard office environment. In making client visitations, incumbent may encounter angry, hostile clients, verbal abuse, and unsafe conditions in homes.

Minimum Qualifications

Bachelor's degree in one of the human behavioral science fields. One year of full-time professional social casework experience acquired after the degree in a public or private social services agency in a service delivery assignment appropriate to the position. May substitute Master's degree in one of the human behavioral science fields.