



JOB ANNOUNCEMENT

Children's Service Worker I/II Children's Division October 31, 2018

The Children's Division is seeking applications for the position of **Children's Service Worker I/II in Circuit 28 (Barton, Cedar, Dade, Vernon County)**. Vacancies are for the **Alternative Care/Family Centered Services and Investigation/Assessment units**. Base is negotiable between Barton, Cedar and Vernon counties.

JOB DUTIES: Records initial and ongoing case activity and prepares all required reports. Refers families and children, when necessary, to other community resources or higher-level staff. Evaluates children's needs and eligibility for social services through personal and collateral interviews. Assists individuals in utilizing available agency and community resources. Delivers and/or coordinates protective services involving neglected, abused, or exploited children, foster care, parent services, and/or adoption. Cooperates with other agencies in serving children and families. Assists families to attain and maintain their stability through appropriate casework and home management or referral for more skilled counseling treatment. Provides services which promote healthful child development. Answers child abuse hotline, takes initial reports, and relays information. Performs studies of proposed foster and adoptive homes. Investigates, as directed, reports of neglect, abuse, or exploitation of children. Serves as the primary case manager when families are served by more than one departmental resource. Receives referrals from juvenile courts, Family Support Division staff, or other professional or private individuals in the community for protection and care of neglected, abused, or exploited children. Provides and/or coordinates services to parents, who neglect, abuse, or exploit their children, to help change behavior or methods of childcare. Conducts studies and provides treatment services as ordered by a court or after referral by agency staff. Evaluates the necessity for and facilitates placement of children from their home into temporary foster care when neglect, abuse, or exploitation situations make this necessary. Provides and/or coordinates, as directed, supervision and visitation to children in foster, adoptive, relative, or family care, or other placements. Provides consultation to foster parents and casework services to biological parents. Provides and/or coordinates casework services to parents to assist them in their personal adjustment and planning for their child. Interacts with law enforcement and juvenile officers, other public officials, and community organizations regarding family and children issues. Attends court hearings and meetings related to assigned casework. Maintains liaison with volunteers at the county level in coordinating the operation of a volunteer program. Performs work under close supervision, from a Children's Service Supervisor or higher level, as part of a training process to develop understanding and skill within the framework of agency rules, regulations, and procedures. Performs other related work as assigned.

NECESSARY SPECIAL REQUIREMENTS:

- *The operator of a motor vehicle is an essential function of this classification. Must be able to legally operate a motor vehicle in the performance of assigned duties upon the date of hire and throughout employment.*
- **THIS POSITION MAY ALSO REQUIRE TRAVEL THROUGHOUT THE ENTIRE STATE OF MISSOURI.**
- **THIS POSITION WILL REQUIRE BEING ON CALL.**

QUALIFICATIONS: Children's Service Worker I:

A Bachelor's degree from an accredited college or university in Social Work/ Human Services, Social Welfare, Psychology, Sociology, Health Sciences, Public Health, Education, Counseling, Marriage and Family Therapy, Family and Child Development, Criminal Justice, Juvenile Justice, or comparable health or human services related

degrees with a minimum of 30 earned semester hours or 45 earned quarter hours in one or a combination of the above fields, and *possession of a valid vehicle operator's license*.

QUALIFICATIONS: Children's Service Worker II:

One or more years of experience as a Children's Service Worker I with the Missouri Uniform Classification and Pay System.

OR

A Bachelor's degree from an accredited college or university in Social Work/ Human Services, Social Welfare, Psychology, Sociology, Health Sciences, Public Health, Education, Counseling, Marriage and Family Therapy, Family and Child Development, Criminal Justice, Juvenile Justice, or comparable health or human services related degrees with a minimum of 30 earned semester hours or 45 earned quarter hours in one or a combination of the above fields, and *possession of a valid vehicle operator's license*; **and**,

One or more years of professional experience with a public or private agency in the delivery of protective children's services , including casework/case management in: investigation of abuse or neglect of children, coordination of child foster care, adoptions, and family centered services; Juvenile treatment/rehabilitation; and/or providing in-home family crisis intervention services, and *possession of a valid vehicle operator's license*.

(A Master's degree from an accredited college or university in the specified fields may substitute for the required education and experience.)

SALARY RANGE: Children's Service Worker I: \$1,274.00-\$1,782.50

SALARY RANGE: Children's Service Worker II: \$1,386.50 – \$1,958.00

TO APPLY: If interested in transferring into this position please contact Allison Dugan at 417-682-3531 or Allison.M.Dugan@dss.mo.gov to arrange an interview by 5 p.m. on or before November 15, 2018

You will need to submit a completed DSS Application and a copy of your college transcripts at the time of the interview.

RECRUITMENT AREA: All qualified applicants

APPLICATION DEADLINE: Deadline for applications is November 15, 2018

DSS IS AN EQUAL OPPORTUNITY EMPLOYER