

Assessment Caseworker- Children's Services Worker (1244-12) multiple vacancies

Deadline to Apply: Until Filled

Work Location:

Job & Family Services
222 E. Central Parkway
Cincinnati, OH 45202

Work Hours: Full Time – 80 hours biweekly (Qualifies for 5% shift supplement)

Starting Salary: \$18.17-\$24.69/hourly

NOTE: Applicants for positions with Hamilton County Job and Family Services are subject to background screening in accordance with the document: "[Offenses that May Disqualify Candidates for Employment](#)." Convictions from this list may disqualify a candidate for employment with HCJFS.

Requirements (Education, Experience, Licensure, Certification):

- Bachelor's degree in Social Work (or Human Services related); or Master's degree in Social Work (or Human Services related)
- Must possess a valid driver's license issued in the state of residency.
- Must have the use of an insured automobile.

A criminal records check conducted by the Bureau of Criminal Identification and Investigation and the FBI is required.

POSITIONS SUPERVISED:

None

KNOWLEDGE, SKILLS AND ABILITIES: (*Indicates can be developed after employment)

Knowledge of: ORC/OAC as relevant to Children's Services Practice*, Assessment and Children's Services Policy and Procedure*, Hamilton County Policy and Procedures*, government structure and process*; interviewing, trauma informed practices, case management, child welfare practices and procedures; safety decision making*

Skill in: Family centered, strength-based approach when engaging children and families; interpretation and application of training, instructional and procedural materials; professionally handling crisis and stressful situations

Ability to: Professionally and respectfully communicate, work alone on most tasks, clinically analyze and draw conclusions from information collection; understand written and verbal instructions; prepare concise and accurate written documents and reports; maintain confidentiality, work cooperatively with other agency staff, supervisors and administrators, external professionals and partners; develop good rapport with clients.

LICENSURE/CERTIFICATION AND EDUCATION REQUIREMENTS:

- Bachelor's degree in Social Work (or Human Services related)
- Or Master's degree in Social Work (or Human Services related)
- Must have a car, valid driver's license issued by the state of residency and required auto liability insurance.

AGENCY-PREFERRED QUALIFICATIONS:

- Degree in Social Work
- Licensed Social Worker

PHYSICAL and/or MENTAL REQUIREMENTS:

- Lift and carry children, child car seats, and infant carrier, large case files, and occasionally push a cart containing case files
- Stand entire length of home visit (an hour or longer),
- Conduct home visits despite extreme temperatures and inclement weather
- Significant walking to, from, and during home visits, supervised visitation, court, meetings, and other obligations;
- Frequently enter and exit motor vehicle
- Frequently climbing and descending stairs
- Potentially seeing and hearing traumatic events/situations
- Sitting for extended periods while working on the computer, home visits, court, meetings, etc.
- Stooping, bending, crouching

HAZARDOUS and/or WORKING CONDITIONS:

- Potentially hazardous/dangerous situations and could involve violent/upset clients
- Animals, insects, rodents in family homes
- Unstable Structures

BACKGROUND CHECKS REQUIRED:

Back ground checks consistent with requirements in OAC 5101:2-5-09 must be completed at employment and every ten years following, including but not limited to the following systems:

- SACWIS
- State Child/Abuse Neglect Central Registry Check for any state in which the applicant resided within the last five years,
- Ohio Bureau of Criminal Identification Investigation (BCI)
- FBI
- National Sex Offender Public website (WWW.NSOPW.Gov) Code 5101:2-5-09 must be conducted for each prospective employee.

Job Duties (Summary):

- Responds to and completes assessments of child safety in response to Intake Reports of physical and sexual abuse, neglect and dependency within mandated timeframes and in accordance with federal, state and agency policy. Researches previous Children's Services history, criminal history, court involvement and other applicable information for all individuals associated with Intake report. Conducts and engages families in face to face interviews with all children in the household of assessment, parent/caregiver(s), and alleged maltreater(s) to make a decision regarding child safety. Assessment shall include pertinent information collection from all parties regarding alleged maltreatment, surrounding circumstances, adult and child functioning, parenting practice and discipline to ensure an accurate safety determination. Conducts interviews in homes, schools, hospitals, and other community settings as required.
 - Practices in a way which demonstrates awareness and understanding of cultural competency, socioeconomic differences, and respect for diversity in interactions and work with families; displays an awareness of the impact implicit bias has on outcomes for children and families.
 - Responsible for collecting pertinent collateral information from other persons, service providers and community partners that may have addition information to support a safety determination. Obtains school and medical records as well as records from community service providers.
 - When appropriate, seeks medical evaluation of alleged child victims and completes referrals to law enforcement.
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- In consultation with supervisor, conducts informed response to Intake Reports, assesses and determines child safety at every contact, determines present and impending danger threats to child safety, and responsible for determining the disposition of the Intake Report within mandatory time frames. Gathers information and analyzes parent/caregiver protective capacities. Partners with family to develop and implement present danger and impending danger safety plans for children determined not to be safe. As needed, secures, implements and confirms safe environment for out of home placements needed to control active safety threats. Determines the need for ongoing services, completing effective, timely, case transfers.
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- Responsible for demonstrating proficiency in mobile technology to aid in maintaining written documentation of assessment activities within required time frames including but not limited to Safety and Family Assessments, Activity Logs, and Present Danger and Impending Danger Safety Plans. Responsible for other mandated paperwork as outlined by state regulations and agency policy. Reviews prior Children's Services history, completes background and criminal checks on parent(s) and alternative caretaker(s). Responsible for maintaining Children's Services File.
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- Consults with the Prosecutors office and seeks Court intervention as needed. Prepares Requests for Legal Action and provides court testimony to support Children's Services position. Responsible for case presentation at Dispositional Appeal Hearings. Attend all relevant court hearings as related to case assignments.

- Attends conferences and training. Must attend and complete Caseworker CORE Training within first year of employment and thirty-six hours for every year thereafter. Must attend twelve hours of Domestic Violence Training within first two years of employment.
- Must be available to communicate during work hours and on emergency basis for after hours calls; Performs other related duties as assigned.