

NOTICE OF VACANT POSITION

Address all inquiries to: HR Officer/ Hancock County Job and Family Services
P O Box 270, 7814 Co. Rd. 140
Findlay, Ohio 45839

Post Date: June 26, 2023

End Date: July 26, 2023 or until filled

Base Pay: \$19.75

Work Unit: Children's Protective Services

Position: Ongoing Caseworker

This is a full-time position. Regular work hours are Monday - Friday, 8:00 a.m. to 4:30 p.m.

DESCRIPTION:

Seeking an ambitious individual to join our Children's Services team as an Ongoing Caseworker. The ideal candidate will enjoy maintaining long-term relationships with families in order to ascertain child safety and well-being on an ongoing basis. This person will enjoy spending a significant amount of time in the field meeting with families, children, and caregivers, attending court hearings, and conducting family team meetings. This person will utilize county owned vehicles to complete these field experiences throughout the state of Ohio. The caseworker will demonstrate a willingness to collaborate with the family and other involved professionals, as well as a genuine desire to strengthen and help families.

The Ongoing Caseworker will show superb attention to detail while preparing cases for administrative or judicial procedures. The worker will maintain factual, accurate details of all of their assigned cases. Proper time management will be important in order to achieve timely completion of case plans, assessments, reviews, and other tasks to meet state mandates and deadlines. This person will be skillful in both their verbal and written communication in order to effectively share case records, both with their supervisor and during court testimony. The caseworker will cooperate with law enforcement officials, attorneys, prosecutors, and the court at all times.

This individual will serve as an on-call worker assigned to intake reports for 7-day intervals. This person may serve on internal/external committees and attend various agency meetings. The caseworker will complete training on an ongoing basis to meet state requirements and to enhance performance on the job.

This description serves as a general summary of duties and is not indicative of every task involved in this role. Find out more by reviewing the posting on our website, <https://co.hancock.oh.us>, under jobs.

Those interested may submit a resume by mail, in person or by email. Emails can be addressed to Chelsea Wentling at chelsea.wentling@jfs.ohio.gov

MINIMUM QUALIFICATIONS:

1. Bachelor's degree in human services-related studies
2. OR bachelor's degree in any field and have been employed for at least two years in a human services occupation
3. OR associate's degree in human services-related studies
4. OR been employed for at least five years in a human services-related occupation

All qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin, ancestry, sexual orientation, veteran status, disability or age.

For employment to continue, a person described in option 2, 3, or 4 above must obtain a job-related bachelor's degree not later than five years after the date of employment with the agency commences.

Note: All liability and responsibility for determining "human services-related studies" or "human services-related occupation" rests with the employing agency.

Per section 5153.122 of the Ohio Revised Code, each caseworker shall complete at least ninety hours of in-service training during the first year of the caseworker's continuous employment, consisting of courses in recognizing and preventing child abuse and neglect, assessing risks, interviewing persons, investigating cases, intervening, providing services to children and their families, and other topics relevant to child abuse and neglect. After the first year of continuous employment, each caseworker annually shall complete thirty-six hours of training in areas relevant to the caseworker's assigned duties.

In addition, applicant must have valid driver's license.

UNUSUAL WORKING CONDITIONS/HAZARDS:

The position possesses responsibility for the safety of children or adults by requiring the incumbent to make determinations as to whether these children or adults are in an "imminent risk of harm." These children and adults are incapable of protecting themselves from physical, mental, and/or sexual abuse. Injuries, if they do occur are likely to involve temporary disabilities such as bruises or cuts. Serious mistakes in terms of failing to remove children or adults from homes could conceivably, although extremely infrequent, cause death (e.g., suicide) or a permanent disability. Additionally, the position involves performing duties which require taking some special safety precautions, such as when contacting and negotiating with a family suspected of child abuse or neglect. However, performing this duty does not require the use of protective clothing. Exposure to these situations is likely to result in threats of injury, which are rarely acted upon. However, the position involves regular exposure to environmental factors (e.g., cold, excessive heat, noise, fumes, vibration, dirt) during interviews and meetings conducted outside of the office. The position may involve lifting or carrying children, and exposure to contagious diseases.

All qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin, ancestry, sexual orientation, veteran status, disability or age.