



## CUYAHOGA COUNTY ANNOUNCES THE FOLLOWING CAREER OPPORTUNITY

### Social Service Worker 3/ Child Protection Special

Division of Children & Family Services

Location: 3955 Euclid Avenue, Cleveland, OH 44115

Hourly Rate: 18.59

Bargaining

Reports to: Social Service Supervisor

Hours: Monday - Friday

8:30am -4:30pm / will require evenings

This position is subject to civil service examination. If there is a current eligibility list, the exam will be scheduled when the list is exhausted. Exam information will be sent to qualified applicants at a later date. All communications about testing will be made via email, using the email address on your online profile. You must monitor your email account for notifications sent from [PRCEmploymentTesting@cuyahogacounty.us](mailto:PRCEmploymentTesting@cuyahogacounty.us).

**REQUIREMENTS:** Bachelor's degree in Social Work or in a field related to Social Work (Sociology, Psychology, Counseling, Criminal Justice, Criminology etc.) OR Bachelor's degree in a non-related field and two (2) years' experience working in a social services capacity. Must possess a valid Ohio Driver 's License and have the use of an insured automobile.

**RESPONSIBILITIES:** Child Protection Specialists (Social Service Worker 3) make a difference in the lives of the children, families and communities they serve. As a Child Protection Specialist, you will join a fast -paced environment where you will balance work as an individual and as a team member, to assess the safety of children . You will partner with families, providers and the community to develop and implement strategies to ensure child safety , permanency, and well-being, and work to help engage and strengthen families in the process. Our Child Protection Specialists receive support and training to prepare for this crucial role. Successful Child Protection Specialist candidates exercise emotional intelligence, evidence strong social skills, and have a high level of resiliency. They are adaptable , organized, and continuous learners. They have excellent communication, problem solving and decision -making skills, as well as the ability to build trust and facilitate change with culturally and economically diverse families within an environment of compassion, respect and kindness.

**ESSENTIAL FUNCTIONS:** Assesses/investigates referrals involving child abuse and neglect, dependency, or other families in need of services. Conducts in-depth, culturally sensitive interviews with clients, caregivers, children and collateral contacts through face-to-face home visits, office visits, phone calls and written communication. Following assessment/investigation and in consultation with a supervisor, determines the next appropriate steps which may include providing short-term interventions. Works with schools, medical professionals, law enforcement, and other community-based providers to gather information and to provide ongoing support and services to children and their families. Coordinates and/or attends a variety of meetings including family team meetings and team decision making meetings (staffings). If court intervention is necessary, works with the agency's legal team to prepare documents and testimony. As applicable, provides extended services for families with more complex challenges who are court involved from the point of transfer through permanence. Conducts work in accordance with federal and state guidelines and follows agency policies, procedures and best practice standards. Completes paperwork and case documentation in a timely and thorough manner. Performs other related duties as directed. Working hours are variable and family needs may require working beyond regular county business hours.

**APPLICATION PROCEDURE:** Please complete an on-line profile. Applications and resumes will only be accepted through the on-line process. All job offers are made with the understanding that prospective employees pass a drug test and a criminal background investigation prior to being hired.

### Applications must be received by 4:30 pm, July 01, 2018

Reasonable accommodation is available to all employees and applicants. If you have a disability that needs to be accommodated, please contact the Department of Human Resources/ADA Coordinator at (216) 443-7190.

Please note that this position may be subject to an oath of office and/or bonding requirements pursuant to Chapter 107 of the Cuyahoga County Code.

**Equal Opportunity Employer - Smoke-free and Drug-free Workplace.**

Visit our website: [www.cuyahogacounty.us](http://www.cuyahogacounty.us)

Posted: 05/29/2018