Children’s Hospital of Wisconsin

**Entity:** Children’s Service Society of Wisconsin (Milwaukee Office)

**Position Opening:** Intensive In-Home Specialist

**Essential Functions:**
- Ensures child safety by developing and implementing family-focused service plans that will enable families to move towards self-management.
- Meets with the initial referring assessment worker, providers, families and families natural supports within 7 days of referral to finalize the families’ initial service plan.
- Makes diligent efforts to meet with each family member, at least once every 7 days or more frequently as needed to reassess needs and safety of the children.
- Contacts service providers who will implement the activities included in a family’s initial service plan; ensures that initial service plans are implemented at the required level and frequency of service within 24 hours of receipt of referral from CPS.
- Communicate with families regarding the consequences or failure to follow through on all agreed upon elements of the service plan and notify CPS at any point that a child is not safe.
- Documents all interactions with initial refrerring assessment workers, families, natural supports, and providers and provide data required by the DCFS automated information system in a timely manner. Maintain case records in a centralized system.

**Minimum Knowledge, Skills and Abilities Required:**
- Requires Bachelor's Degree in Social Work, Psychology, Sociology, Criminal Justice or related degree that meets child-placing license requirements.
- Social Work certification preferred. Eligibility for Social Work certification required, and certification must be achieved within eighteen months of hire.
- Experience in child welfare/children and family services preferred.
- Experience working with families of diverse ethnic, cultural and socioeconomic backgrounds strongly preferred.
- Ability to work with families in-home who are dealing with child safety issues and other related problems. This includes engaging them in services, communicating with them honestly and openly regarding expectations and consequences on non-compliance with service plans.
- On-call availability of 24 hours per day 7 days per week on a rotational basis.
- Requires a valid driver’s license, acceptable driving record, minimum liability insurance coverage and the ability to be insured by the CHHS auto insurance carrier.

**Apply on-line at:** [http://www.chw.org/jobs](http://www.chw.org/jobs)

**Contact Information:**
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