Crawford County Human Services Department
Position Opening

Family and Children’s Services Supervisor

Crawford County Human Services Department is accepting applications for the position of Family and Children’s Services Supervisor. This position performs all management functions necessary for the Family and Children’s Services Unit. Unit includes Child Protective Services, Juvenile Justice, Coordinated Services Team, Child Welfare, Foster Care and Kinship. This position participates as a team member for the Mental Health Clinic as directed.

DUTIES: Manage and Supervise all program and personnel within the Crawford County Human Services Department that relate to Child Protective Services, Juvenile Justice, Coordinated Services Team, Child Welfare, Foster Care and Kinship and participate as a team member for the Mental Health Clinic as directed. Serve as part of the management team and back up supervisory responsibilities for other agency units.

Salary: $57,080.82/year beginning; $60,015.78/year after successful completion of introductory period and training. Excellent fringe benefits. This is a salaried position.

REQUIREMENTS: Bachelor’s degree in Social Work or related field is required; Master’s Degree in Social Work or related field is preferred. 2 years of experience as a supervisor or 5 years of field experience in child welfare required with a strong working knowledge of Wisconsin Statutes 48 and 938. Certification as a social worker or similar professional is required. Candidates need working knowledge of computers, databases, typing and data entry. Current driver’s license and unlimited access to transportation is required.

TO APPLY: Crawford County Application for Employment is available on the Crawford County website or can be picked up from Human Services. Applications are required for consideration. Application materials are due by 4:00 PM on March 11, 2016. Submit application and resume via mail, email or fax to:

Crawford County Human Services Department
Attention: Dan McWilliams, Director
225 N. Beaumont Road, Suite 326
Prairie du Chien, WI 53821
Email: dmcwilliams@crawfordcountywi.org
Fax: (608) 326-4395

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