SHEBOYGAN COUNTY
JOB POSTING

JOB POSTING #2015-10

SOCIAL WORKER - CHILD PROTECTIVE SERVICES

The Health & Human Services Department has an opening for a Social Worker I, II, III, III MA/MS. This full time, 40 hour per week position has a starting salary of $20.21/hr. to $23.95/hr. based on qualifications.

PURPOSE AND SUMMARY
Responsible for providing direct client services as well as court related services under the close supervision of the social work supervisor.

ESSENTIAL DUTIES
Accept referrals for agency services; determine through interviews, assessment, home visits and investigations the range or appropriateness of services needed by individuals and families; explain those services and discuss rights and responsibilities. Plan with the supervisor services appropriate for the client/family needs; provide those services to the client/family and refer to appropriate community service. Maintain contact with the client/family and collateral contacts, modifying the case plan as needed. Provide individual, family and group counseling, as appropriate. Maintain case records containing pertinent, accurate, and current information as necessary and as the agency requires. Prepare correspondence, court reports, and other reports and paperwork as deemed necessary by the agency and State and Federal governmental regulations and requirements. Testify in court as required. Attend meetings and training sessions as requested by the Unit Supervisor or his/her designee. Perform other duties, as assigned.

QUALIFICATIONS
A minimum of a four year degree from an accredited college or university with a bachelor’s degree in social work, and/or possessing social work certification issued by the State of Wisconsin within the first year of employment. Knowledge and understanding of federal laws, State statutes and administrative rules which regulate the services provided by the Division of Social Services, is preferred. Ability to relate to people and to communicate effectively in both written and oral formats. Ability to maintain confidentiality. Ability to follow instructions, to complete tasks and to work closely with the supervisor and others. Knowledge of and sensitivity to social problems, cultural diversity issues, human growth and development and their effect on the individual and family functioning. Ability to coordinate client/family activities and functions that cross departmental lines and involve other county and community departments and agencies. Ability to establish and maintain effective working relationships with co-workers, State and county departments, and the general public. Ability to learn community resources and state and federal laws. Unlimited access to a car, valid driver's license and ability to drive or arrange travel in and out of county as needed and/or requested by supervisor or his/her designee.

Applications will be accepted through 5:00 p.m. on Friday, March 6, 2015.

HUMAN RESOURCES
508 New York Avenue
SHEBOYGAN, WI 53081
Or
www.sheboygancounty.com
Internal Applicants: Please reference the above job posting number and position when submitting your internal application for employment which is located on the Sheboygan County shared drive/Sheboygan County/Human Resources/Forms/Internal Application for Employment.

AN EQUAL OPPORTUNITY EMPLOYER

WE SUPPORT A SAFE, HEALTHY AND SUBSTANCE FREE WORK ENVIRONMENT THROUGH PRE-EMPLOYMENT SUBSTANCE TESTING

AMERICANS WITH DISABILITIES ACT NOTICE
Sheboygan County willingly accommodates persons with disabilities. If you require special assistance with the application process, please contact Sheboygan County Human Resources Office at (920) 459-3105.