

VISITATION SPECIALIST

Wayne County Children Services is looking for applicants who want to make a difference in the lives of children and families in Wayne County.

We are interviewing for one full-time and one part-time Visitation Specialist. These positions are a terrific opportunity for anyone wanting to explore the field of child welfare.

Visitation Specialists are part of our Operational Support Services Unit, and are responsible for facilitating visits between children and families. This includes transporting children and families to and from appointments and visits, supervising visits, modeling appropriate parenting behaviors, entering case notes into our computer system, and administering client drug screens.

Requirements for this position include:

- Full-time – 40 hours per week – schedule varies each week.
- Part-time - Availability of 20 to 29 hours per week – schedule varies each week.
- Both positions include some evening and weekend hours.
- A high school diploma or GED.
- Good computer skills.
- Ability to work with adults and children from diverse backgrounds.
- Positive attitude.
- Willingness to contribute to, and be part of, a talented team.

Both positions include a large amount of driving. Applicants must have a valid Ohio driver's license, acceptable driving record (per agency policy), car insurance, a safe reliable personal vehicle to use if a fleet vehicle is not available, and pass a background check, BMV check and drug/alcohol screening.

Scheduling for this position is very flexible. Work hours vary from day to day.

Health insurance is offered for the full-time position only. Available benefits for both positions include: new fleet of vehicles for work related transportation, mileage reimbursement at the current IRS rate when an agency vehicle is not available; paid vacation, sick leave, and personal time; Ohio Public Employees Retirement System; cell phone stipend; and partial car insurance reimbursement.

The starting salary for this position is \$10.15 per hour.

TO APPLY: Mail, fax or email a completed application & resume to: Lisa Cygan, HR Director, Wayne County Children Services, 2534 Burbank Rd., Wooster, OH 44691. Fax: 330-345-1282. Email: Lisa.Cygan@jfs.ohio.gov Applications will be accepted until both positions are filled. EOE

A completed application must accompany resume.

Due to the volume of applications we receive, we are unable to take phone calls regarding this employment opportunity. Please be assured that your application and resume will be reviewed and we will contact you if we wish to set up an interview.

Thank you!