

## CASEWORKER II – INTAKE & ONGOING POSITIONS

### **We've Increased Our Starting Wage!**

Wayne County Children Services is currently accepting applications for Caseworker II positions in our Intake and Ongoing Departments.

#### Benefits include:

- Minimum hourly rate of \$20.31
- LSW/LISW stipend
- Paid sick leave, vacation available as you earn it, personal time and 11 paid holidays
- OPERS retirement
- Cell phone stipend
- Fleet of cars to use for work related transportation
- Health, dental, prescription, optical and life insurance, and wellness program
- Employee Assistance Program
- On-call pay
- Flex hours
- Fabulous co-workers!

#### Qualifications:

- Bachelor's Degree in Social Work or a related field required
- LSW/LISW or eligibility for licensure by the State of Ohio preferred, but not required
- Valid Ohio driver's license and acceptable driving record as defined by Agency policy
- Flexibility in daily routines
- Keyboard/computer literate
- Pass a background check, BMV check and drug/alcohol screening
- **Position is on-call approximately two weeks per year. While on-call, employee must reside within a one (1) hour response time to all points in Wayne County. \*\***

#### Job Responsibilities include, but are not limited to:

Under direction provides direct services to families by investigating allegations of child abuse and/or neglect, completing risk assessments, providing counseling, making referrals and creating and monitoring case plans.

- Investigations
  - Ensure safety of child
  - Perform Risk Assessment according to established guidelines
  - Interview collateral sources, child and adults
  - Screen calls
  - Prioritize calls and determine deadlines
  - Provide short-term case management
  - Transfer cases to appropriate department for ongoing case management
- Case Management
  - Visits with families in the home to perform risk assessments, make referrals, monitor case plans
  - Ensure safety of children
  - Meet with parents and foster parents
  - Staffing with supervisor and other agency personnel regarding cases
  - With attorney, prepare cases for court, attend hearings, and provide testimony
  - Prioritize calls and determine timelines
  - Check SACWIS and other sources for family information
  - After hours on-call rotation with other caseworkers\*\*
  - Transport clients to and from appointments

- Administrative
  - Case dictation and SACWIS documentation
  - Complete forms and internal documents
  - Prepare for and participate in Semi-Annual Administrative Reviews and Family Team Meetings
  - Time documentation
  - Correspondence with clients, service providers, etc.
  - Participate in training opportunities

Application must accompany resume and may be found on our website – [www.waynecsb.org](http://www.waynecsb.org)

Applications will be accepted until the positions are filled. EOE

If you have questions, please contact:

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