



PORTAGE COUNTY

JOB OPPORTUNITY POSTING

INTERNAL and EXTERNAL POSTING

JOB TITLE: SOCIAL SERVICE WORKER 3

POSTING DATE: Friday, January 20, 2012

DEADLINE TO APPLY: Friday, February 3, 2012

Applications must be received in the Human Resources Office on or before the posted deadline. Office hours: 8:00am to 4:30pm

DEPARTMENT: Job and Family Services
ADDRESS: 449 S. Meridian Street, Ravenna, Ohio 44266
APPOINTING AUTHORITY: Portage County Board of Commissioners
CORE HOURS: Monday - Friday, 8:00 a.m. - 4:30 p.m.
SALARY RANGE: \$13.79/hr.
VACANCIES: 1

MINIMUM QUALIFICATIONS:

Must have a four-year college degree in Social Work or related; Six months paid experience providing services to children. **Must also have a valid Ohio driver's license in accordance with County policy and motor vehicle liability insurance.

JOB DESCRIPTION:

Perform initial assessment & investigation of child/elderly abuse and neglect referrals. Determine if child is at risk and what type of protective/placement services is needed. Make emergency removals, protective services assessments and provide on-going services to families. Provides intervention/protection and counseling to Adult Protective Services clients and arranges for treatment services and supportive service goals. Establish family case/permanency case plans with clients, provide intensive counseling and supportive services, monitor and participate in the evaluation of services. Requires the ability to respond to emergency and crisis situations efficiently and effectively. Participate in after-hours C.A.R.E.S. Program.

* APPLICATIONS MAY BE PICKED UP - 6TH FLOOR OF THE ADMINISTRATION BUILDING or
** DOWNLOAD A COUNTY APPLICATION ON-LINE AT: www.co.portage.oh.us

SUBMIT A COMPLETED COUNTY APPLICATION FORM WITH COVER LETTER TO:

PORTAGE COUNTY HUMAN RESOURCES
449 S. MERIDIAN STREET, 6TH FLOOR
RAVENNA, OHIO 44266

PORTAGE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER (EOE)