Montezuma County Department of Social Services has an opening for one Child Welfare Caseworker.

SUMMARY:

Works to preserve and/or rehabilitate families while protecting children's physical, emotional, and mental well-being through child protection, adolescent services, placements, and/or permanency plans. Coordinates services and is responsible for primary-decision making of child protection practices including, but not limited to safety, permanency, and well-being.

ESSENTIAL DUTIES AND RESPONSIBILITIES:  Other duties may be assigned.

- Interviews clients and develops appropriate treatment plans; initiates home studies and provides intensive casework services to families and children; investigates allegations of child abuse and assesses imminent danger for children; makes referrals to community resources and collateral contacts.
- Makes home visits and monitors clients' progress and ensures that needed services are being provided, that treatment plans are being followed through in a timely manner, and determines the appropriateness of the placement and services provided.
- Provides crisis management and coordinates support services for clients to resolve problems and conflicts.
- Acts as a liaison for the DHS and consults with other caseworkers and community professionals on case situations, treatment/case plans, issues, and problems.
- Attends and testifies in court hearings and mediations; completes appropriate paperwork, documentation, petitions, reports, reviews, etc. for court hearings; monitors clients' compliance with court orders; serves temporary custody notices and petitions the court for verbal orders.
- Prepares for and participates in Red Team, Child Protection Team meetings, Family Engagement Meetings, CET Meetings and DANSR Meetings.
- Addresses child safety issues in the home to mitigate safety concerns; ensures that children in the department's custody or supervision receive necessary interventions.
- Documents all contacts and ensures that all paperwork and documentation are accurately completed and filed; completes necessary case information reports, inputs updates into database.
- Arranges and provides transportation for clients to appointments, therapy, school, court hearings, pre-placement visits, etc.
- Ensures compliance with Federal, State and County laws, outcome measures, rules and regulations; reviews cases to ensure case plans are developed and implemented.
- Provides on call emergency services.
- Performs other casework duties as required.

Qualifications:

Bachelor's degree in one of the human behavioral science fields.
Completion of the 7 week Colorado Child Welfare Training Academy is required.
• Ability to communicate and work effectively with co-workers, clients, other agencies, community professionals, the courts, and the public.
• Ability to work within a team and be able to use a teamwork approach.
• Ability to efficiently plan, schedule, and organize.
• Ability to assess situations and make prudent and appropriate decisions; ability to apply conflict resolution and problem solving skills.
• Ability to accurately and efficiently complete paperwork, reports, and documentation.
• Ability to work independently as appropriate.
• Ability to use standard office equipment to include computer, fax machine, copier, and telephone.
• Maintain regular and punctual attendance.
• Must have a valid Driver’s License
• Must pass background check, drug screen and motor vehicle record check. College transcripts required prior to date of hire.

**SALARY:** $20.35/hour, plus insurance and other benefits.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is typically performed in a variety of environments including the office, client homes, community agencies and schools, and may involve potential exposure to hazardous and/or violent environments and/or clients. Working conditions are typically quiet, but may be loud at times. The employee frequently is required to reach with hands and arms and performs repetitive motions with wrists, hands, and fingers. The employee may have to sit or stand for long periods of time, and may be required to walk, stoop, bend, kneel, crouch, reach, and twist; to ascend and descend stairs, walk on snow and ice and walk in rural environments. The employee may occasionally lift and/or move up to 50 pounds. The employee will have to verbally communicate to exchange information. Specific vision abilities required by this job include close vision, and ability to adjust focus. Working time may require irregular hours and/or on-call status.

Applications may be obtained at Montezuma County Department of Social Services, 109 West Main, Room 170, and Cortez, CO between the hours of 8:00am-5:00pm, or online at [www.montezumacounty.org](http://www.montezumacounty.org). Please return applications to 109 W Main Room 170, Cortez, CO. Applications accepted until filled. Questions please call 970-564-4138. AA/EOE