

Child Protection Specialist

Education Level - 4 Year Degree

Description

This Social Worker is responsible for investigating child welfare intakes for the _____ Nation Social Services office; they shall handle information requests, reports of child maltreatment, referral to appropriate services, etc. This individual may need to initiate procedures to remove the child(ren) from the home if in immediate danger; coordinates actions with law enforcement entities and the _____ Nation Attorney General; and initiates the placement process. The employee will communicate with clients in a respectful and professional manner while providing excellent customer service. This Social Worker may be required to provide back-up to the Intake Child Protection Specialist and may complete child welfare reports of suspected or known child abuse and neglect. Employee will be required to prepare and coordinate legal documents for presentation to the court; attend court hearings and provide testimony; inform court of department policies and procedures; and may serve as an expert witness. Employee will be required to work after hours frequently.

Qualifications

- Bachelor's Degree in Social Work or other related Behavioral Science field required
- At least three (3) years direct work experience with families and children preferred
- Knowledge of family interactions, childhood development, assessment in the risks of abuse and neglect with families and children
- Possess the ability to prioritize workload, maintain confidentiality, work independently and upon own initiative
- Must possess direct working knowledge and experience with children and families involved with child abuse and neglect problems
- Must be knowledgeable of community and tribal services and resources available for families involved in the child welfare system
- Must be familiar with the child welfare system, state and tribal, as well as the judicial system of state and tribal courts that handle juvenile court proceedings
- Must be experienced using Microsoft Office Suite in an effective manner and with no supervision
- Will be required to document work using the Social Services Child Welfare Information System

- Must maintain a professional attitude and appearance that positively represents the Nation
- Requires a high level of personal integrity and ethics
- Requires a high level of problem-solving skills
- Requires the willingness and ability to learn new skills, including travel to conferences and training sessions
- Requires good interpersonal communication and teamwork skills
- Must be able to pass a criminal background check
- Must be able to pass drug/alcohol testing
- Must never have been convicted or pleaded guilty to a crime of domestic violence, child abuse, elder abuse, sexual offense or a crime of violence (felony)
- Must not be delinquent on any pending child support action or any established child support action/payment
- Must have no involvement with any child or social service protection agency as a client
- Must have no alcohol or drug abuse charges or domestic violence charges within the past five (5) years (mandatory)
- Must have a valid driver's license and clean driving record – may be required to drive GSA or tribal vehicles