

TITLE: ICW Caseworker

IMMEDIATE SUPERVISOR: ICW Director

CONTROLLING SUPERVISOR: Chair

STATUS: Regular, Full Time

LOCATION:

The position will require a comprehensive knowledge and understanding of the Indian Child Welfare Act and Family Services Act, case planning and case management experience, a working knowledge of court intervention cases in both Tribal and State Court, and familiar with community tribal resources for families.

QUALIFICATIONS:

Preferred, but not require; Bachelor's degree in Social Work, Sociology, Psychology, or three (3) years field experience in Social Services work in the public or private sector. Must have a basic knowledge of Microsoft Word and Excel. Must have good verbal and written communication skills. Must be able to work in diverse situations and atmospheres related to family function. Also, must be able to work as a team player and maintain professionalism at all times. Applicant must be able to pass a background check (no felony convictions or misdemeanor convictions for offenses relating to children). Must possess a valid State Vehicle Operator's License and be able to pass a physical examination.

RESPONSIBILITIES:

- Assists ICW Director with accomplishing goals of the Indian Child Welfare Program, Child Care Development Block Grant, and the Promoting Safe and Stable Families Program (PSSF) within the _____ Nation Jurisdiction as described by the program goals and objectives.
- Will serve as a field caseworker between Indian families in the _____ Nation's jurisdiction as assigned.
- Will assists the ICW Director with field casework between Indian families in the _____ Nation's jurisdiction.
- Ability to keep all information confidential due to subject matter.
- Attend orientation of DHS, State Licensing Requirements for childcare centers, and comply with the policies.
- Performs any other duties as assigned.

- All new hires will be required by the ____ Nation to submit to pre-employment drug screen. Failure to pass the drug screen will lead to withdrawal of the job offer or termination of employment.