

State of Washington
Dept. of Social and Health Services
invites applications for the position of:
**Social Service Specialist 4 (CPS) 05922
(Non-Permanent)**

careers.wa.gov
Working for Washington State

SALARY: \$3,918.00 - \$5,136.00 Monthly

OPENING DATE: 06/12/14

CLOSING DATE: 07/13/14 11:59 PM

DESCRIPTION:



Washington State Department of
Social and Health Services



Transforming Lives

Our Vision:

Safe, healthy individuals, families and communities

Our Mission:

Transforming Lives

Our Values:

Honesty and Integrity * Pursuit of Excellence * Open Communication
Diversity and Inclusion * Commitment to Service

Children's Administration is currently recruiting for a dynamic, motivated and culturally competent non-permanent Social Service Specialist Supervisor with the **Child Protective Services Program at the Martin Luther King, Jr. Division of Children and Family Services (DCFS) Office located in South Seattle.**

DUTIES:

Within the Department of Social and Health Services, Children's Administration, Region 2 Martin Luther King, Jr. office of Division of Children and Family Services, functions as the first line supervisor of a unit of Social Service Specialists who provide professional level social services to clients of the Child Protective Services (CPS) Unit.

Employ the Planning, Accountability and Tracking process to ensure Social Service Specialists meet all casework management directives as required by law, policy and other mandates. Hold staff accountable for performance issues in compliance with the Collective Bargaining Agreement between the State of Washington and the Washington Federation of State Employees.

Utilize cultural competency to understand, communicate with and effectively interact with clients, staff and other individuals across cultures, focusing on understanding and respecting the strengths of the clients including their heritage, cultural beliefs and values, communication and learning styles.

Teach, guide and mentor subordinate staff in:

- Achieving and performing all duties with cultural competency.
- Achieving a full understanding and application of the Solution Based Casework (SBC) model in the performance of all duties and responsibilities assigned and
- The use of FamLink to ensure all documentation and payment initiation requirements are met; in addition to ensuring accurate data for the quality assurance processes.

QUALIFICATIONS:

REQUIRED EDUCATION, EXPERIENCE, SKILLS AND ABILITIES:

A Bachelor's degree or higher in social services, human services, behavioral sciences, or an allied field and two years of experience as a Social Service Specialist 3 (formerly Social Worker 3);

OR

A Bachelor's degree or higher in social services, human services, behavioral sciences, or an allied field and four years of experience as a Social Service Specialist 2 (formerly Social Worker 2);

OR

A Master's degree in social services, human services, behavioral sciences, or an allied field and four years of paid social service experience equivalent to a Social Service Specialist 2;

OR

A Bachelor's degree in social services, human services, behavioral sciences, or an allied field, and six years of paid social service experience performing functions equivalent to a Social Service Specialist 2;

And

Two years of the above paid social service experience must include assessing risk and safety to children and providing direct family-centered practice services (strengthening and preserving family units).

NOTE: A two year Master's degree in one of the above fields that included a practicum may be substituted for one year of paid social service experience.

NOTE: Employees must successfully complete the formal training course sponsored by their division within one year of their appointment.

SUPPLEMENTAL INFORMATION:

PLEASE READ THE FOLLOWING INSTRUCTIONS COMPLETELY:

Carefully review your application before submitting.

NOTE: The hiring manager has the right to review application material and make a hiring decision after seven days. The first review of applications will begin seven days after the opening date of this posting. Candidate review will be on-going and the hiring authority has the right to make a hiring decision at any point during the process. It is in the applicant's best interest to apply as soon as possible.

Please note that initial screening will be solely based on the completeness of application materials submitted and the contents and completeness of the "work experience" section of your application in NeoGov. A resume will not substitute for the "work experience" section of the application. The information provided in your application must support your selected answers in the supplemental questions. Responses not supported in your application may disqualify you from consideration for employment in this position. All information will be verified and documentation may be required.

Please make sure that your college transcripts are attached to your online application BEFORE you submit your application to a job posting.

You can also e-mail them to SWRecruit@dshs.wa.gov by the closing date.

Unofficial transcripts are acceptable however they must be clearly legible, must reflect your name, the name of the university or college and the date the degree was received. All applicable education must be accredited and recognized by the Council for Higher Education (CHEA) and/or the United States Department of Education (USDE).

Applications submitted without college transcripts will be disqualified from further consideration for this posting.

NOTE TO APPLICANT:

This position is covered by a union security provision. Therefore, as a condition of employment, candidates who are appointed are required to become members of the Washington Federation of State Employees, or pay other representational fees within the first 30 days of employment.

Successful completion of a background check is required for employees and applicants considered for selected positions within DSHS. Employees/applicants will be required to sign a release authorizing the background check. Failure to do so shall disqualify the applicant from employment in these positions. Information obtained from background checks will not necessarily preclude employment.

The Washington State Department of Social and Health Services is an equal opportunity employer and does not discriminate on the basis of age, sex, marital status, sexual orientation, race, creed, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability. Persons requiring accommodation in the application process or this job announcement in an alternative format may contact the recruiter. Applicants who are deaf or hard of hearing may call through the Washington Relay Service by dialing 7-1-1 or 1-800-833-6388.

For questions about this recruitment, please contact Teresa Alseth at (425) 339-1754.

Social Service Specialist 4 (CPS) 05922 (Non-Permanent) Supplemental Questionnaire

- * 1. (300 351R J50 R1) Which of the following best describes a combination of your education and experience in the social services field?
- A Bachelor's degree or higher in social services, human services, behavioral sciences, or an allied field and two years of experience as a Social Service Specialist 3 (formerly Social Worker 3) since July 1, 1988.
 - A Bachelor's degree or higher in social services, human services, behavioral sciences, or an allied field and four years of experience as a Social Service Specialist 2 (formerly Social Worker 2) since July 1, 1988.
 - A Master's degree in social services, human services, behavioral sciences, or an allied field and four years of paid social service experience equivalent to a Social Service Specialist 2 (formerly Social Worker 2); NOTE: A 2-year Master's Degree in one of these fields that included a practicum may be substituted for one year of paid social service experience.
 - A Bachelor's degree in social services, human services, behavioral sciences, or an allied field and six years of paid social service experience performing functions equivalent to a Social Service Specialist 2 (formerly Social Worker 2)
 - None of the above.
- * 2. (300 351R J50 R2) Which of the following best describes your paid professional experience assessing risk to the health and safety of children by conducting comprehensive assessments of the family used to develop case plans? Assessments must include a combination of the following: mental health screening, domestic violence screening, criminal history, substance abuse history, prior Child Protective Services history, medical history and social circumstances.
- I have 1 to 6 months of this experience.
 - I have 7 to 11 months of this experience.
 - I have at least 12 months of this experience.
 - I have at least 24 months of this experience.
 - None of the above.
- * 3. (300 351R J50 R3) Which of the following best describes your paid professional experience assessing risk to the health and safety of children by conducting interviews with collateral sources (i.e. teachers, medical staff, neighbors, caregivers, relatives, etc) to uncover signs or risks of child abuse, neglect or exploitation?
- I have 1 to 6 months of this experience.
 - I have 7 to 11 months of this experience.
 - I have at least 12 months of this experience.
 - I have at least 24 months of this experience.
 - None of the above.
- * 4. (300 351R J50 R4) Which of the following best describes your paid professional experience identifying elements in an environment which pose a risk to the health, safety and well-being of children?
- I have 1 to 6 months of this experience.
 - I have 7 to 11 months of this experience.
 - I have at least 12 months of this experience.
 - I have at least 24 months of this experience.
 - None of the above.
- * 5. (300 351R J50 D1) Which of the following best describes your paid, professional experience conducting investigations and/or formal reviews to assess complaints regarding violations of standards, regulations or laws OR conducting program reviews to assess compliance

with regulations, standards or laws ? These investigations and/or reviews must have been documented in a report.

I have received training in these duties, but do not have hands on experience.

I have less than six months of experience performing these tasks as a regular part of my duties.

I have between six and eleven months of experience performing these tasks as a regular part of my duties.

I have at least one year of experience performing these tasks as a regular part of my duties.

I have at least one year of experience performing these tasks as a regular part of my duties, AND I have trained and/or supervised others in the performance of these duties.

- * 6. (300 351R J50 D8) Which of the following best describes your knowledge and application of child welfare law, as a regularly assigned job responsibility?

I have no experience performing these duties.

I have received training in these duties, but do not have hands on experience.

I have less than six months of experience performing these tasks as a regular part of my duties.

I have at least one year of experience performing these tasks as a regular part of my duties.

I have at least one year of experience performing these tasks as a regular part of my duties, AND I have trained and/or supervised others in the performance of these duties.

- * 7. (300 351R J50 D2) Which of the following best describes your paid, professional experience developing and/or modifying social service treatment or individual client service plans?

I have no experience performing these duties.

I have received training in these duties, but do not have hands on experience.

I have less than six months of experience performing these tasks as a regular part of my duties.

I have between six and eleven months of experience performing these tasks as a regular part of my duties.

I have at least one year of experience performing these tasks as a regular part of my duties.

I have at least one year of experience performing these tasks as a regular part of my duties, AND I have trained and/or supervised others in the performance of these duties.

- * 8. (300 351R J50 D5) Which of the following best describes your paid, professional experience coordinating social service delivery with other agencies and/or systems to include providing information and referrals for professional evaluation or services?

I have no experience performing these duties.

I have received training in these duties, but do not have hands on experience.

I have less than six months of experience performing these tasks as a regular part of my duties.

I have between six and eleven months of experience performing these tasks as a regular part of my duties.

I have at least one year of experience performing these tasks as a regular part of my duties.

I have at least one year of experience performing these tasks as a regular part of my duties, AND I have trained and/or supervised others in the performance of these duties.

- * 9. (300 351R J50 D7) Which of the following best describes your paid professional experience researching and identifying suitable relative or foster home placement options for children?

I have 1 to 6 months of this experience.

I have 7 to 11 months of this experience.

- I have at least 12 months of this experience.
- I have at least 24 months of this experience.
- None of the above.

* Required Question