

## Family Services Specialist I/II

\$38,146 / year or higher, DOQ + [Full Time County Benefits](#)

James City County Social Services seeks an individual to perform professional work providing support and assistance to agency clients, make referrals, and serve as a liaison between clients and other service providers; duties may be performed outside normal working hours and includes 24-hour on-call responsibilities.

Responsibilities: Provide protective services to children (and possibly the disabled and elderly), as well as work with families to prevent crisis and secure the well-being of all including children, older adults, and families; conduct field visits to schools, homes and hospitals and removing victims from homes if necessary. Coordinate with law enforcement and school personnel; provide assessments and intensive case management; develop and implement service plans to address family and individual needs; and maintain reports consistent with local, State and Federal policies. Provide written reports and verbal testimonies at court hearings; file petitions and affidavits; coordinate activities with attorneys and law enforcement; implement court-ordered services; work with service providers in the community; serve on interagency service assessment teams; serve as a client advocate in accessing services and working with other agencies such as schools, courts, and mental health professionals.

Requirements: Any combination of education and experience equivalent to a Bachelor's degree in a human services or other related field; and considerable experience performing social work in the areas of Adult Protective Services, Foster Care, or Child Protective Services. Master's degree preferred. Must possess, or obtain within 30 days of hire, a valid Virginia driver's license and have an acceptable driving record based on James City County's criteria. Knowledge of local services and resources including schools, courts, and mental health agencies; the ability to read legal documents, technical manuals, medical records, and psychological evaluations; and the ability to write various reports and court summaries. Skill in use of computer software, especially Microsoft Office Suite. Ability to analyze and use judgment in accomplishing diversified duties; think independently within the limits of policies, standards, and precedents.

**Accepting applications until position is filled. Only online applications to our website will be considered. To apply, please visit the James City County Career Center at [jobs.jamescitycountyva.gov](http://jobs.jamescitycountyva.gov).**