

MONTGOMERY COUNTY

HUMAN RESOURCES DEPARTMENT
MONTGOMERY COUNTY • VIRGINIA
WWW.MONTGOMERYCOUNTYVA.GOV



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POSITION VACANCY
540116

Family Services Specialist **Montgomery County Department of Social Services** Montgomery County, Virginia

Montgomery County Department of Social Services is seeking qualified applicants for the position of Family Services Specialist. Responsibilities include developing and implementing individualized service plans involving the application of casework methods and basic service level caseloads of Adult Protective Services, Child Protective Services, Foster Care and Adoptions. Position investigates allegations of suspected child abuse/neglect; develops safety plans to decrease potential risk of harm; provides service recommendations to families; compiles information for custody home studies when ordered by the courts; attends court to request protective orders/removal orders; enters client data into database; interviews children and caretakers; conducts home visits; works collaboratively with law enforcement; refers clients to community resources; conducts urine drug screens; and any other duties, as assigned.

Essential duties include but not limited to: interpret laws, policies and regulations as applied to specific area of responsibility. Monitor, coordinate and administer specific programs as assigned. Coordinate services within specific area of responsibility. Interview and assess client needs and other relevant factors such as education/skill levels, abilities, interests and support systems. Informs clients of related service programs rules/regulations and right to participate. Present cases to determine appropriate services and writes/implements service plans. Provide case management services to monitor compliance. Manage program waiting list. Complete necessary federal, state and local planning and reporting requirements. Conduct overall monitoring of programs in specific area of responsibility. Serves as resource to clients and the community in area of expertise. Work collaboratively with various community agencies, departments, and providers. Provides after hours on-call coverage and responds to emergencies in child/adult protective services and/or foster care.

Position requires a Bachelor's degree in Social Work or related Human Service field; valid Virginia driver's license with good driving record. Minimum salary \$37,705/yr. with excellent benefits (paid health, dental, and vision, flex spending, life, disability, retirement, wellness program).

Interested candidates should apply online *WITH* resume attachment at: <http://www.montgomerycountyva.gov/HR> by **Tuesday, May 7, 2019** to be considered. Contact Human Resources at (540) 394-2007 if reasonable accommodation for application is needed. Review of applications will begin immediately.

Montgomery County, VA is an Equal Opportunity Employer committed to nondiscrimination in recruitment, selection, hiring, pay, promotion, retention or other personnel action affecting employees or candidates for employment. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex/gender, national origin, disability or protected veteran status.