

MONTGOMERY COUNTY

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



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Family Services Specialist –Part Time 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. Recruits and trains Foster Families to keep children and local youth. Oversees Foster Parent caseload to make sure homes are compliant with state guidelines. Provides Foster Care case management services for a small caseload.

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.

Bachelor's degree in Social Work or related Human Service field required; valid Virginia driver's license with insurable driving record. Minimum salary \$18.67/hour. Interested candidates should apply online at: <http://www.montgomerycountyva.gov/hr> by **Tuesday, December 15, 2020** to be considered. For more information or to request an application accommodation for disabilities, contact Human Resources at 540.394.2007

Montgomery County, VA is committed to the principles of diversity and, in that spirit, seeks a broad spectrum of candidates including women, minorities, persons with disabilities, and veterans. As an Equal Opportunity Employer and certified Virginia Values Veterans (V3) organization, we are dedicated 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/orientation, national origin, disability or protected veteran status.

