



**CITY OF WINCHESTER**  
**invites applications for the position of:**

## **Family Services Specialist**

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**SALARY:** \$46,654.40 - \$58,905.60 Annually

**OPENING DATE:** 06/14/22

**CLOSING DATE:** 08/12/22 05:00 PM

**DESCRIPTION:**



**Now Offering Hiring Bonus - \$2,500!**

Are you looking for a rewarding career in human services? Do you enjoy getting out into the community and working directly with children and families? As a Family Services Specialist with the Winchester Department of Social Services, you will have the opportunity to work with children and their families to make their homes safe and a place where children can thrive.

**WE'D LOVE TO HEAR FROM YOU IF YOU:**

- Are you motivated by helping families overcome life challenges
- Respond well to the unexpected and are able to roll with the punches
- Have a positive attitude and are resilient in the face of challenges
- Are a natural problem-solver and excel at working through tricky situations
- Enjoy working as part of a team
- Are proactive and persistent -- whatever it takes to get the job done!
- Are organized and able to keep up with documentation and paperwork

**WHAT WE OFFER:**

- Competitive benefits package - see more at <https://www.winchesterva.gov/human-resources>

- Tight-knit team atmosphere
- Extensive training and shadowing opportunities
- Consistent coaching and mentorship on the job

## **DUTIES, RESPONSIBILITIES, MISCELLANEOUS INFORMATION:**

### **IN THIS ROLE, YOU WILL:**

- Assess for child safety and risk by completing assessments and investigations, developing and monitoring safety plans, and providing ongoing services.
- Schedule and attend home visits in order to ensure the safety of the children and family.
- Assess for service needs, coordinate referrals, and encourage participation in services to enhance parenting skills and family functioning.
- Engage and support families through collaborative family partnership meetings.
- Prepare court reports, affidavits and testify in court.
- Complete required documentation in a timely manner, in accordance with state and local policy.

## **QUALIFICATIONS/CERTIFICATIONS:**

- Bachelor's Degree in a Human Services field, or a Bachelor's Degree in any field with two years of related experience in Social Work.
- Within 90 days of employment, you must have a driving commute within a one-hour time frame of the City of Winchester limits.

## **JOB POSTING STATEMENT:**

### **BEFORE YOU APPLY:**

Check to make sure you're a good fit by doing the following two things:

- View the realistic job preview for this position: <https://youtu.be/e-fPuybcOpQ>
- Complete this assessment tool. You will be asked to bring your ratings total if contacted for an interview: <https://bit.ly/3enjAnP>

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.winchesterva.gov>

15 N. Cameron Street  
Winchester, VA 22601  
540-667-1815

Position #00816  
FAMILY SERVICES SPECIALIST  
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## Family Services Specialist Supplemental Questionnaire

- \* 1. Do you have a Bachelor's or Master's Degree in a Human Services field? (Example: Social Work, Psychology, Sociology, Counseling)
  - ☐ Yes
  - ☐ No
- \* 2. If no, do you have a Bachelor's or Master's Degree in another field of study?
  - ☐ Yes
  - ☐ No
  - ☐ n/a - Bachelor's/Master's Degree in Human Services field
- \* 3. Which best describes your related work experience in social work, counseling, or family and child development?
  - ☐ No Experience
  - ☐ 1 Year or Less
  - ☐ 2-3 Years Experience
  - ☐ 4-5 Years Experience
  - ☐ 6+ Years Experience
- \* 4. Did you complete the self assessment prior to applying for this position? (Please note: your self assessment results will be requested if you are selected for an interview).
  - ☐ Yes    ☐ No
- \* 5. What is one thing you learned from watching the Family Services Specialist realistic job preview?
- \* Required Question