

*****JOB ANNOUNCEMENT*****

Indian Child Welfare Social Worker – Parent-Aide

POSITION: Social Worker-Parent Aide
POSTING DATE: May 31, 2017
CLOSING DATE: June 14, 2017
SALARY: Negotiable
LOCATION: LCO Tribal Administration Building
DEPARTMENT: Indian Child Welfare
SUPERVISION: ICW-Child Welfare Director
ADMINISTRATION: LCO Tribal Government Personnel Policy Manual

POSITION SUMMARY:

This position will require knowledge of all areas of social work including CPS investigations as well as on-going case management and the newly developed parenting curriculum.

QUALIFICATIONS:

The Social Worker-Parent Aide must:

- Possess a minimum of a Bachelor of Social Work degree.
- Have experience working in a child welfare setting.
- Be trained in forensic interviewing skills or – willing to complete this training within 6 months of hire.
- Be knowledgeable of and able to utilize the State E-Wisacwis reporting system
- Possess excellent computer, written, and verbal communication skills.
- Must have valid Driver's License, good driving record, personal vehicle insurance and reliable transportation.

- Must be able to pass a pre-employment drug test and random drug tests thereafter.
- Must be able to pass a nation-wide criminal background check.
- Must be able to travel when assigned.
- Tribal preference applies.

DUTIES AND RESPONSIBILITIES:

- Able to complete ACCESS/Intake reports involving child abuse and neglect.
- Complete physical, sexual or neglect investigations with co-workers, Sawyer County CPS and Law Enforcement Agencies.
- Provide strength-based social work skills to families.
- Quarterly – coordinate and provide 6-week parenting classes.
- Complete reports including permanency plans, safety plans, court reports, dispositional and change of placement reports.
- Conduct face-face contacts, home visits and child welfare checks as assigned.
- All other duties as assigned by ICW Director or Assistance Director

APPLICATION PROCEDURE:

Submit completed LCO Employment Application including Release and Authorization Form (available upon request or on the Tribe's website) along with a cover letter, resume and at least three (3) letters of reference. A Certificate of Good Standing from each jurisdiction where licensed and any other supportive documents must be provided. **Tribal Member applicants must provide a signed official document from a federally recognized Tribe acknowledging enrollment.**

MAIL OR SUBMIT INFORMATION TO:

**Lac Courte Oreilles Tribal Government
ATTN: Human Resource Department
13394 W. Trepania Road
Hayward, WI 54843**

Tribal preference will apply to qualified applicants in accordance with the Lac Courte Oreilles Policies & Procedures Manual.