



Pride of the Ojibwe

13394 W Trepania Road
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****Job Announcement****

Indian Child Welfare Case Worker

POSITION: Indian Child Welfare Case Worker
POSTING DATE: January 7, 2025
CLOSING DATE: Open Until Filled
SALARY: \$21.00 - \$22.00/hour, DOQ; an increase may be provided following a successful 90 day probationary period
LOCATION: LCO Tribal Administration Building
DEPARTMENT: Indian Child Welfare & Family Services
SUPERVISION: ICW Director
ADMINISTRATION: LCO Tribal Policies & Procedures

POSITION SUMMARY:

This position will require knowledge of all areas of social work including Child Protective Services investigations as well as on-going child welfare case management and court procedures. This position will also require knowledge of Tribal, State, and Federal child welfare laws and child welfare standards. This position is a fast-paced, high intensity job that, at times, will require an employee to work beyond normal business hours.

This position demands a professional who is deeply committed to safeguarding children from abuse and neglect, ensuring their safety, and promoting their well-being. Beyond just a job, this is a mission-driven career that requires empathy, resilience, critical thinking, and exceptional communication skills. As a case worker, you will be at the forefront of assessing family situations, providing necessary interventions, collaborating with various stakeholders, and facilitating access to essential support services.

QUALIFICATIONS:

- Must possess a minimum of an Associate's of Arts in Human Services or Criminal Justice or related field, working toward or willing to work towards, a degree in

**LCO Tribal Government
Human Resource Dept
ICW Case Worker**

those related fields; or have a minimum of 2 years of experience in working in a child welfare, or a human services setting; or 2 years of experience in working directly with families and children.

- Must be trained in forensic interviewing skills or willing to complete this training within one year of the hire. Must complete online caseworker foundation training within 45 days of the hire.
- Must be aware and strictly abide by the Code of Confidentiality and the NASW Code of Ethics.
- Be knowledgeable and able to utilize the State E-WiSACWIS reporting system.
- Must be available to be On-call after hours and weekends for child welfare emergencies when scheduled, or to aid a colleague when needed.
- Must possess excellent computer, written and verbal communication skills.
- Must have a valid Driver's License, good driving record, personal vehicle insurance, and reliable transportation.
- Must be able to travel when assigned.
- Tribal preference applies.
- Must be able to pass a nation-wide criminal background check in accordance with the Indian Child Protection and Family Violence Prevention Act.
- Must be able to pass pre-employment drug screen.
- Strong conflict resolution and crisis intervention skills.
- Knowledge of child development and family dynamics.
- Must have strong mental fortitude and healthy coping mechanisms.
- Applicants must have knowledge of the LCO Community and demonstrate a working knowledge of Tribal customary practices as they pertain to family organization and child rearing practices.

DUTIES AND RESPONSIBILITIES:

- Displays a responsive and professional manner in promptly responding to child welfare access reports by accurately documenting the report and any danger threats that may exist.
- Investigate allegations of child abuse, neglect, and exploitation with co-workers, Sawyer County CPS and Law Enforcement agencies
- Develop, implement, and monitor case plans and protective plans for the well-being of children and assess the risk and needs of children and make recommendations for protective actions.
- Collaborate with law enforcement, legal professionals, and community organizations.
- Provide crisis intervention and support to children and families, which may include providing information and referrals to other community services, such as counseling, housing, and financial assistance.
- Recognizes that each employee is a representative of the LCO Band of Lake Superior Chippewa Indians and is responsible for demonstrating courtesy, respect, and sensitivity to the needs of all others, including visitors and co-workers.

**LCO Tribal Government
Human Resource Dept
ICW Case Worker**

- Submit monthly and yearly reporting to the program Director for grant purposes.
- Attend scheduled department meetings and provide updates and review cases with the ICW & Family Services Staff.
- Provide strength-based social work skills to families and be knowledgeable of trauma informed care when working with clients.
- Complete required Court documents- including permanency plans, Disposition & Disposition Extension Reports, Change of Placement Notices; safety plans, protective plans, Child and Adolescent Needs and Strengths Assessments within the due dates mandated by the LCO Children's Code or Wisconsin Child Welfare Standards.
- Conduct and document required face-face contacts and home visits with children, families and placement providers when assigned to on-going child welfare cases.
- All other duties as assigned by ICW Director or Assistant Director.

Application Procedure & Requirements:

1. **Completed LCO Employment Application, including Release and Authorization form (included in application)**
2. **Cover Letter (Letter of Interest)**
3. **Resume**
4. **At least three (3) letters of Referral (Recommendations)**
5. **And any other supportive documents**
6. **Tribal Member applicants must provide a signed official document from a federally recognized Tribe acknowledging enrollment.**

MAIL, FAX OR EMAIL ALL INFORMATION TO:

**Lac Courte Oreilles Tribal Government
ATTN: Human Resource Department
13394 W Trepania Road
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HR Fax (715) 699-1209
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***Tribal Preference will apply to qualified applicants in accordance with the
Lac Courte Oreilles Policies & Procedures Manual.***