

**LORAIN COUNTY CHILDREN SERVICES**  
An Equal Opportunity Employer  
**EMPLOYMENT OPPORTUNITY**

**Position Title:** Child Welfare Caseworker 1-4 (This is a Collective Bargaining Unit position)

**Date Position Available:** Immediately

**Salary Range:**

**Bachelor's Degree:** \$49,732.80 – \$61, 172.80

**Master's Degree:** \$58,427.20 – \$76,606.40

**Minimum Job Responsibilities:** Under general supervision, the Child Welfare (CW) Caseworker provides community-based casework and case management to abused, neglected and dependent children and their families. The Caseworker is responsible for the continuous assessment of abuse, neglect, and other forms of maltreatment of children and intervening for their safety when warranted. Caseworkers focus on ensuring the social, physical, psychological, and emotional well-being of their clients. Caseworkers evaluate the needs of children and their families; counsels, teaches, and instructs parents; recommends appropriate action and testifies on behalf of children; prepares and compiles documentation used in agency record keeping and court hearings. Caseworkers work with law enforcement, the court system, community service providers, families, and relatives to ensure the permanency, safety, and well-being of all children with whom they work. Caseworkers must be able to get along well with others, have consistent and reliable work attendance and perform other duties as assigned.

The Caseworker is committed to practicing cultural competence by working respectfully and effectively with people of all cultures, classes, races, genders, ethnic backgrounds, religions, sexual orientations, mental and physical abilities, ages, and appearances in a manner that respects and preserves the dignity of all. The Caseworker commits to adhere to LCCS' mission, vision, and values, and to agency rules, regulations, and guiding principles.

**Working on Weekends, Pager and Holidays Required**

**Required Qualifications**

To perform this job successfully, an individual must be able to perform each essential function/duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. For initial and ongoing employment eligibility, an applicant must successfully pass a criminal background check, possess, and maintain a valid Ohio vehicle operator's license with no restrictions, and be eligible for and maintain eligibility for coverage under the existing Lorain County vehicle insurance policy.

1. Bachelor's degree in Social Work (BSW), Counseling, Education (Early Childhood, Special Education), Criminology/Criminal Justice, Psychology, or Human Services.
2. Master's degree in Social Work (MSW, MSSA), Counseling, Education (Early Childhood), Criminology/Criminal Justice, Psychology, or Public Administration.

**Preferred Qualifications:** Bilingual and able to read, write and speak Spanish (or a second language) proficiently.

### **Hours of Work**

- Agency Office Hours: Monday – Friday, 8:00am – 4:30pm.
- Work on Weekends, Holidays, On-Call, and Evenings as required.
- Visits with clients in accordance with federal, state and agency mandates will require work outside of normal business hours for home visits, placements and responding to emergencies, etc.
- A flexible work schedule is provided due to mandated work outside of normal business hours.

### **Work Environment**

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job:

1. The employee may encounter hostile or irate applicants/clients or individuals, exposure to individuals with contagious or communicable diseases, occasionally exposed to outside weather conditions, legal or illegal drugs/substances, weapons (guns), unsanitary conditions (insect infestation, bodily waste), odors, common chemicals found in an office environment, such toner and correction fluid. The noise level of work environment is of moderate intensity.

### **Physical Demands**

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job:

1. The employee is regularly required to: sit; use hands to manipulate objects; reach with hands and arms and talk or hear. The employee is frequently required to stand and walk.
2. The employee shall have the physical ability to climb stairs and traverse unpredictable residences and structures while performing community-based visits.
3. The employee is occasionally required to stoop, kneel, crouch, or crawl.
4. The employee must regularly lift and/or move up to twenty-five (25) pounds, occasionally lift and/or move up to fifty (50) pounds and rarely lift and/or move up to one hundred (100) pounds.
5. The employee is required to have specific vision abilities which include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus. The

employee will be required to view a computer, use a telephone, and have the ability to communicate both verbally and in written format.

**Additional Information**

- Regular attendance is required. The employee must adhere to agency policies regarding use of time off.

Lorain County is an Equal Opportunity/Affirmative Action Employer and will make reasonable accommodations to qualified applicants with disabilities. All qualified applicants, as a condition of employment must; present themselves drug-free and submit to drug screening, successfully complete a criminal background check and obtain and maintain insurability under the county driver risk management plan.

**Please indicate your interest by submitting a cover letter and resume to:**

Amanda Pittner, MSSA, LISW-S  
Human Resources Manager  
c/o Lorain County Children Services  
226 Middle Avenue, 3<sup>rd</sup> Floor  
Elyria, Ohio 44035  
Fax: (440) 329-5378  
Email: [AmandaPittner@childrenservices.org](mailto:AmandaPittner@childrenservices.org)