

SHELTER SOCIAL WORKER - MARY GRAHAM
CHILDREN'S SHELTER



Human Services Agency
French Camp, California

Salary: \$5,067.08 - \$6,159.06 monthly
plus excellent benefits

Staff assigned to the Mary Graham Children's
Shelter will receive a 5% pay supplement

This examination is being given to fill two vacancies in the Mary Graham Children's Shelter within the Human Services Agency and to establish an eligible list to fill future vacancies. Resumes will not be accepted in lieu of an application. A completed application must be postmarked or received online by the final filing deadline.

Identifies behaviors and special needs of dependent children; develops profiles of children's needs; makes referrals to appropriate agencies on children's behalf; identifies satellite/foster homes to meet child's needs. Meets with satellite/foster families to review children's case histories and to ensure appropriate placements; prepares children for transfer to satellite/foster homes; certifies satellite/foster homes as needed. Maintains regular contact with satellite/foster families through telephone and home visits; assesses, monitors, and instructs satellite/foster care providers; reports problems with satellite/foster families to appropriate licensing agencies. Lists, and tracks authorized persons for visitations with children; coordinates visits with children; obtains needed authorization for medical treatment. Responds to after hour emergency calls; takes and records information related to child abuse complaints and allegations; responds to calls involving the death of a child. Prepares, updates, and maintains a variety of forms, files, charts, logs, passports, school and medical records related to children's intake, release, and placement; initiates payments to foster families; compiles statistical data. Participates in planning and coordinating parties, picnics, and other events/activities for children; obtains items to meet children's special needs. Conducts resource meetings and presents training to new staff; participates in recruitment seminars and staff meetings; serves on panels and committees; may provide short-term back-up assistance in a rotational assignment on the units.

Education: Graduation from an accredited four-year college or university. Experience: Three (3) years providing social service work for children in a children's shelter, group home or similar setting; or providing social casework for children and families. License: Possession of a valid California driver's license. Special Requirement: Must pass fingerprinting as required by State Law. Certificates: Must obtain certification in Basic First Aid and Cardiopulmonary Resuscitation (CPR) within the first six months of employment and maintain such certification during employment. Note: Employees at Mary Graham Children's Shelter are subject to the authority, rules, regulations, standards, and approval of the Community Care Licensing Authority (CCL) of the California Department of Social Services. In addition to the above minimum qualifications, as a condition of employment, approval of the CCL is required for both initial appointment and for continued employment at MGCS.

APPLY BY: December 2, 2022 Online at: www.sjgov.org/department/hr by mail or in person: San Joaquin County Human Resources 44 N. San Joaquin Street Suite 330 Stockton, CA 95202.