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HOW TO APPLY

Clicking on the **APPLY NOW** link next to the job title on the Open Competitive Listing will bring you to the online application process.

ADDITIONAL INFORMATION

Your application evaluation results will be emailed to the address you use to login to your online account.

Qualified applicants will be placed on an Employment Register for this classification.

The Bureau of Human Resources reserves the right to use any scoring methods necessary to identify the most qualified candidates.

Career Opportunity Bulletin

HUMAN SERVICES CASEWORKER

Code: 506900

Pay Grade: 22 (\$17.57 - 23.81/hr)

Open for Recruitment: June 13, 2016 - December 28, 2018

JOB DESCRIPTION

Human Services Caseworkers in the Office of Child & Family Services perform professional social work in the areas of child protection, children's services, adoption, and intake. Caseworkers join with families and the community to promote long-term safety, well-being, and permanent families for children. Work includes assessing child safety, abuse/neglect, and signs of danger; client strengths and capability; family functioning; case planning; and petitioning for protective custody and placement.

Typical Duties

- Engages families to assess child safety and to make plans that best meet the safety, well-being, and permanency needs of their children.
- Creates a team for each family consisting of family, staff, and community members to find safe solutions for children.
- Reaches factually supported conclusions in a timely and thorough manner with input from parents, children, extended family, and relevant community stakeholders to assure safety.
- Separates dangerous caregivers from children in need of protection. When court action is necessary to make a child safe, uses authority with sensitivity and respect.
- When children are placed in foster care, assures ongoing safety through frequent, meaningful contact with children and their caregivers.
- Facilitates family teams to develop and implement creative, individualized solutions that build on the strengths of families to meet their needs.
- Plans for children, focusing on the goal of preserving their family, reunifying their family, or achieving permanent placement in another family.
- Maintains accurate case records of assessments, activities, and plans; writes summaries, reports, letters, and memos.
- Works diligently to meet federal and state mandates and timeframes.

MINIMUM REQUIREMENTS

In order to qualify, you must have a Bachelor's Degree from an accredited educational institution in Social Work/Social Welfare, or a Bachelor's Degree from an accredited educational institution in a field related to social work/social welfare* as determined by the Maine State Board of Social Worker Licensure.

NECESSARY SPECIAL REQUIREMENT: Applicants must have or be eligible for conditional or full licensure at the Licensed Social Worker (LSW) level as issued by the Maine State Board of Social Worker Licensure. An LSW requires an earned BA/BS in social work/social welfare. An LSW-Conditional requires an earned BA/BS in a field related to social work/social welfare.

HUMAN SERVICES CASEWORKER (506900)



*Chapter 10 of the Maine State Board of Social Worker Licensure regulations defines a field related to social work or social welfare as including but not limited to: “behavioral science, social and behavioral sciences, childhood development, education and human development, mental health and human services, psychology, psychology/educational psychology, rehabilitation services, and sociology.” The board will consider degrees in other areas on an individual basis. For additional information on degree requirements, contact the Maine Board of Social Work Licensure at (207) 624-8603.

****Effective July 1, 2018**

Value of State-paid Dental Insurance: \$13.13 biweekly

Value of State-paid Health Insurance:

- Level 1: 100% State Contribution (employee pays nothing): \$444.68 biweekly
- Level 2: 95% State Contribution (employee pays 5%): \$422.45 biweekly
- Level 3: 90% State Contribution (employee pays 10%): \$400.21 biweekly
- Level 4: 85% State Contribution (employee pays 15%): \$377.98 biweekly

*The level of the actual value of state paid Health Insurance will be based on the employee’s wage rate and status with regard to the health credit premium program as of July 1, 2015

Value of State’s share of Employee’s Retirement: 15.37% of pay.